

*BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
LEGISLATIVE SESSION 2014*

---

*Issued: June 26, 2014  
Work Session: July 1, 2014  
Legislative Day No. 12: July 7, 2014*

---

*The accompanying notes are  
compiled from unaudited  
information provided by  
the Administration and  
other sources.*



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

July 7, 2014

NOTES TO THE AGENDA

TABLE OF CONTENTS

	PAGE
<b>LEGISLATIVE SESSION</b>	
Witnesses .....	iii
 <b><u>BILLS – FINAL READING</u></b>	
Bill 40-14 .....	1
Bill 41-14 .....	4
 <b><u>FISCAL MATTERS</u></b>	
FM-1 .....	5
FM-2 .....	7
FM-3 .....	10
FM-4 .....	14
FM-5 .....	17
FM-6 .....	22
FM-7 .....	24
FM-8 .....	29
FM-9 .....	55
FM-10 .....	58
FM-11 .....	61
FM-12 .....	*
FM-13 .....	32
FM-14 .....	36
FM-15 .....	42
FM-16 .....	46
FM-17 .....	51
FM-18 .....	27
FM-19 .....	12
FM-20 .....	64
FM-21 .....	67
FM-22 .....	70
FM-23 .....	73
FM-24 .....	76
FM-25 .....	76
FM-26 .....	80
FM-27 .....	83
FM-28 .....	87

**PAGE**

**MISCELLANEOUS BUSINESS**

MB-2 (Res. 50-14) .....	91
MB-3 (Res. 51-14) .....	93
MB-4 (Res. 52-14) .....	94
MB-8 .....	99
MB-9 (Res. 40-14) .....	96

**APPENDIX**

Correspondence (1) (a) .....	115
Correspondence (1) (b) .....	116
Correspondence (1) (c) .....	117
Correspondence (1) (d) .....	118

\* See Addendum

**BALTIMORE COUNTY COUNCIL AGENDA  
LEGISLATIVE SESSION 2013, LEGISLATIVE DAY NO. 12  
JULY 7, 2014 6:00 P.M.**

CEB = CURRENT EXPENSE BUDGET  
BY REQ. = AT REQUEST OF COUNTY EXECUTIVE

Page

**CALL OF BILLS FOR FINAL READING AND VOTE**

**DON MOHLER, OFFICE OF COMMUNICATIONS**

1 Bill 40-14 - Mrs. Bevins(By Req.) - CEB - Tourism and Promotion Grant

**COUNCIL**

4 Bill 41-14 - Mr. Marks - Panhandle Lots

**APPROVAL OF FISCAL MATTERS/CONTRACTS**

**SUSAN DUBIN, ASSISTANT COUNTY ATTORNEY, OFFICE OF LAW**

5 1. Agreement - Elaine C. Katz - Professional Services/Executive Director Baltimore County Ethics Commission - Law

**JAMES JOHNSON, CHIEF, POLICE DEPARTMENT**

7 2. Contract - Homeland Security & Management Solutions dba Dantli Corp - On-site certified interpretation and transcription services - Police

**ED ADAMS, DIRECTOR, DEPARTMENT OF PUBLIC WORKS**

10 3. Contract - ALS Group USA Corporation, dba ALS Environmental - Laboratory analysis - Environmental samples - Public Works  
12 19. Contract - B&J Sweeping and Sons, Inc. - Street sweeping services - Public Works

**BARRY WILLIAMS, DIRECTOR, DEPARTMENT RECREATION AND PARKS**

14 4. Contract - Lighting Maintenance, Inc. - Maintenance/repair lighting systems at athletic fields, courts & parks - Rec. & Parks

**ROB STRADLING, DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY**

17 5. Contract - Advantage Engineers, LLC - Design & engineering services - Inter-County Broadband Network - OIT

**KEITH DORSEY, DIRECTOR, OFFICE OF BUDGET AND FINANCE**

22 6. Amendment to Contract - Expert Carpet Cleaning, Inc. - Carpet cleaning services at BCPL branches - OBF  
24 7. Amendment to Contract - Shamrock Maintenance, Inc. - Janitorial services at BCPL branches - OBF  
27 18. Contract - Advanced Fire Protection Systems, LLC - Maintenance and repair of fire sprinkler systems - OBF

**STEPHANIE HOUSE, DEPARTMENT OF HEALTH AND HUMAN SERVICES**

29 8. Agreement - Ascendant Healthcare Advisors, Inc. - Community Health Needs Assessment (CHNA) FY15 - HHS  
32 13. Amendment to Contract - Associated Catholic Charities, Inc. d/b/a Villa Maria Continuum - Family and Kinship Navigation Services - HHS  
36 14. Contract - People Encouraging People, Inc. - Enhanced clinical support & rental subsidies - HHS  
42 15. Amendment to Contract - Associated Catholic Charities, Inc. d/b/a Villa Maria Continuum - Therapeutic Afterschool Services - HHS  
46 16. Contract - Mosaic Community Services, Inc. - Intensive community transition beds & rehabilitation services - HHS  
51 17. Contract - Prologue, Inc. - Services to discharged psychiatric patients - HHS

**JOHN HOHMAN, CHIEF, FIRE DEPARTMENT**

55 9. Agreement - Pro-Fix Medical Repair and Sales, LLC - Maintenance & repair of medic unit equipment - Fire

**ANDREA VAN ARSDALE/LIZ GLENN, DEPARTMENT OF PLANNING**

58 10. Contract - Manolis Painting Company - Lead abatement & paint services - Battle Acre Park - Planning  
61 11. Contract - Arc Environmental, Inc. - Lead hazard risk assessments - Planning

**WILL ANDERSON, DIRECTOR, DEPARTMENT OF ECONOMIC AND WORKFORCE DEVELOPMENT**

\* 12. Contracts - (2) - Randomized controlled trial evaluation - statistical evidence - Accelerating Connections to Employment (ACE) Initiative - E&WD

**BALTIMORE COUNTY COUNCIL AGENDA  
LEGISLATIVE SESSION 2013, LEGISLATIVE DAY NO. 12 (cont'd)**

**DEBORAH RICHARDSON, DEPARTMENT OF CORRECTIONS**

- 64 20. Agreement - Electric Motor Repair Company - Labor, materials and maintenance - DOC kitchen equipment - Corrections  
67 21. Contract - Sentinel Offender Services, LLC - Home monitoring & equipment services - home detention - Corrections

**AMY GROSSI, REAL ESTATE COMPLIANCE**

- 70 22. Contract of Sale - Weslie John Hinegardner, Jr. - 5017 Hornago Avenue - Perry Hall - Real Estate Compliance  
73 23. Contract of Sale - Dennis Stark - 1600 Hicks Road - White Hall - Real Estate Compliance  
76 24. Contract of Sale - Isaac Property, LLC - Cross Road - Perry Hall - Real Estate Compliance  
76 25. Contract of Sale - William Henry Dietz - 9422 Cross Road - Perry Hall - Real Estate Compliance  
80 26. Contract of Sale - Jeffrey Alan Bayer - 3116 Rolling Road - Baltimore - Real Estate Compliance

**VINCE GARDINA, DIRECTOR, DEPARTMENT OF ENVIRONMENTAL PROTECTION & SUSTAINABILITY**

- 83 27. Agreement - BayLand Consultants & Designers, Inc. - On-call professional services - Aquatic vegetation - DEPS  
87 28. Contracts - (2) - Increase compensation - Stream restoration services. - DEPS

**MISCELLANEOUS BUSINESS**

**COUNCIL**

- 115 1. Correspondence - (a)(1) - Non Competitive Awards (May 9, 2014)  
116 (b)(2) - Non Competitive Awards (May 19, 2014)  
117 (c)(1) - Non Competitive Awards (May 28, 2014)  
118 (d)(1) - Non Competitive Awards (May 29, 2014)  
91 2. Res. 50-14 - Mr. Huff - Review of Planned Unit Development - 25 Main Street - Reisterstown  
93 3. Res. 51-14 - Mr. Olszewski - Department of Environmental Protection and Sustainability - Stormwater Remediation Fee  
94 4. Res. 52-14 - Mr. Olszewski - Review of Planned Unit Development - Merritt Pavilion - Dundalk  
5. Res. 53-14 - Mr. Quirk - Property Tax Exemption - DAV - Clifford Curry  
6. Res. 54-14 - Mr. Olszewski - Property Tax Exemption - DAV - Charity M. Poling  
7. Res. 55-14 - Mr. Quirk - Property Tax Exemption - DAV - Nathan Allen Wright, Sr.  
96 9. Res. 40-14 - Mr. Marks - Review of PUD - DMS Development, LLC - 101 York  
10. Res. 56-14 - Mr. Marks - Public Disclosure - Aaron K. Tsui

**FRONDA COHEN, OFFICE OF COMMUNICATIONS**

- 99 8. Grants - Mrs. Bevins(By Req.) - FY2015 Arts and Sciences General Fund Grants

\* See Addendum

**Bill 40-14 (Supplemental Appropriation)**

**Council District(s) All**

**Mrs. Bevins (By Req.)**

**Office of Communications**

**Tourism and Promotion Grant**

The Administration is requesting a supplemental appropriation of funds totaling \$25,725 from the Maryland Department of Business and Economic Development and the Maryland Office of Tourism Development (\$18,882) and the Baltimore County Chamber of Commerce (\$6,843) to the Tourism and Promotion Gifts and Grants Fund program. The State funds will be used for the reimbursement of eligible expenses incurred during FY 2014 for the advertising and marketing of business and leisure travel in the County, and the Chamber of Commerce funds will be used for various tourism-related expenses. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Supplemental Appropriation</b>	<b>Current Appropriation</b>	<b>Total Appropriation</b>
<b>County</b> <sup>(1)</sup>	--	\$ 9,975	\$ 9,975
<b>State</b>	\$ 18,882 <sup>(2)</sup>	150,000	168,882
<b>Federal</b>	--	--	--
<b>Other</b>	6,843 <sup>(3)</sup>	18,000	24,843
<b>Total</b>	<u>\$ 25,725</u>	<u>\$ 177,975</u>	<u>\$ 203,700</u>

<sup>(1)</sup> Local Share funding.

<sup>(2)</sup> Maryland Department of Business and Economic Development and Maryland Office of Tourism Development funds. No County matching funds are required.

<sup>(3)</sup> Baltimore County Chamber of Commerce funds. No County matching funds are required.

### **Analysis**

The Maryland Department of Business and Economic Development (DBED) and the Maryland Office of Tourism Development reimburse eligible expenses incurred by the County's General Fund during FY 2014 related to the marketing of business and leisure travel in the County. The Office advised that the County also receives registration fees from restaurants participating in the County's Restaurant Weeks via the Baltimore County Chamber of Commerce (less the Chamber's expenses for printed marketing materials) as well as revenue from the media company that produced the new County Visitor Guide.

The FY 2014 Adopted Operating Budget included a \$177,975 appropriation to the Tourism and Promotion Gifts and Grants Fund program based on the estimated amount of the State reimbursement, estimated revenues from the Chamber of Commerce, and the County's Local Share contribution at the time the Office submitted its budget request to the Office of Budget and Finance. Accordingly, this bill appropriates the additional \$25,725 to the Tourism and Promotion Gifts and Grants Fund program, increasing the total appropriation to \$203,700.

No upfront County matching funds are required; however, \$9,975 in FY 2014 Local Share funding was budgeted in order for the County to participate in tourism-related opportunities that are only partially reimbursed by the State. With the affirmative vote of five members of the County Council, Bill 40-14 will take effect July 20, 2014.

### Executive Summary

The FY 2014 Destination Marketing Organization Grant - disbursed by the State Department of Business and Economic Development and the Maryland Office of Tourism Development to all eligible tourism offices/Destination Marketing Organizations (DMOs) in Maryland - is expended to develop and promote the State's tourism and travel industries.

Grants are allocated based on the grantee's FY 2013 allowable expenditures, FY 2013 Comptroller-determined tourism tax revenues generated in their jurisdiction, and on growth of FY 2013 Comptroller-determined tourism tax revenues over the same tax revenues collected in FY 2012. The Office of Tourism and Promotion was awarded \$168,882 from the program, an increase of \$18,882 from the original \$150,000 estimation.

Matching funds are not required, and participants are reimbursed for eligible expenses at the end of the fiscal year. Recipients of the grant are expected to spend the entire allotment on advertising/marketing with the purpose of attracting visitors to the State.

This Supplemental Appropriation also includes two additional sources of revenue. Marketing compensation from the Baltimore County Chamber of Commerce for FY 14 Summer and Winter Baltimore County Restaurant Weeks generated \$4,842.50 over the original \$18,000 estimation. \$2,000 was also gained as a gift from Custom Media Options, the company that produced the new Visitor Guide, to aid in its distribution.

**Bill 41-14**

**Council District(s) All**

---

**Mr. Marks**

---

**Panhandle Lots**

---

Bill 41-14 prohibits panhandle lots in the Honeygo Area.

Currently, the development standards for the H and H1 (Honeygo Area) Overlay Districts, particularly the building and site design standards, permit panhandle lots only if (a) the underlying zoning of the land is D.R.1, (b) no more than two lots share a driveway, and (c) the lots exceed 30,000 square feet in area.

Bill 41-14 repeals the aforementioned language and prohibits all panhandle lots in the Honeygo Area, including as part of a minor subdivision.

Bill 41-14 shall take effect 45 days after its enactment.

FM-1 (Contract)

Council District(s) All

## Office of Law

## Professional Services/Executive Director Baltimore County Ethics Commission

The Administration is requesting approval of a contract with Elaine C. Katz to serve as the Executive Director of the Baltimore County Ethics Commission. The contract commences July 1, 2014 and continues for 1 year through June 30, 2015. Compensation may not exceed \$30,000 over the entire 1-year term.

## Fiscal Summary

Funding Source	Maximum Compensation	Notes
County <sup>(1)</sup>	\$ 30,000	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Maximum compensation over the entire 1-year term.
State	--	
Federal	--	
Other	--	
<b>Total</b>	<b>\$ 30,000</b> <sup>(2)</sup>	

## Analysis

With staff support and legal counsel from the Office of Law, the Baltimore County Ethics Commission is responsible for ensuring that the impartiality and independent judgment of public officials is maintained in order to preserve public confidence and trust. The Ethics Commission consists of five members (including a Chairman) appointed by the County Executive and confirmed by the County Council. In addition, upon recommendation of the Ethics Commission, the County Executive appoints an Executive Director. The Executive Director must be licensed to practice law in Maryland; be in good standing with the State Court of Appeals; and meet the eligibility requirements for Ethics Commission members (i.e., is a Baltimore County resident; is not an elected or appointed official or a candidate for office; is not an employee of the state, a

political subdivision, or municipal corporation of the state, or a political party; and is not required to file a lobbying registration).

The Ethics Commission recommended Elaine C. Katz for the Executive Director position, and the County Executive subsequently appointed her. The Office advised that Ms. Katz has served as Executive Director of the Ethics Commission for over 10 years (yearly reappointments).

The contract commences July 1, 2014 and continues for 1 year through June 30, 2015. Compensation may not exceed \$30,000 over the entire 1-year term. Either party may terminate the agreement at any time. In the event of termination, Ms. Katz's compensation would be pro-rated on a monthly basis.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

**FM-2 (Contract)**

**Council District(s) All**

**Police Department**

**On-Site Certified Interpretation and Transcription Services**

The Administration is requesting approval of a contract with Homeland Security and Management Solutions, Inc. DBA Dantli Corp., to provide on-site, court-certified foreign language interpretation and transcription services for the Police Department as needed. The contract commences upon Council approval, continues for 1 year, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. Compensation may not exceed \$128,570 for the entire 5-year and 3-month term, including the renewal and extension periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 128,570	<sup>(1)</sup> General Fund Operating Budget.
<b>State</b>	--	<sup>(2)</sup> Maximum compensation for the entire 5-year and 3-month term, including the renewal and extension periods.
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 128,570</u> <sup>(2)</sup>	

**Analysis**

The contractor will provide on-site, court-certified foreign language interpretation and transcription services on an on-call basis to enable the Police Department to communicate with witnesses, victims, and/or suspects. The contractor must be available to provide services 24 hours-per-day, 365 days-per-year, including County holidays. The interpreters and transcriptionists must be court-certified and on-site 90 minutes after the Police Department's initial contact. The contractor must advise the Police Department of its expected response time.

Hourly rates for on-site interpretation services range from \$48 to \$55 Monday through Friday, 7:00 a.m. to 7:00 p.m., excluding County holidays, and from \$54 to \$61 outside of those hours (i.e., 7:00 p.m. through 7:00 a.m. Monday through Friday, weekends, and on County holidays), depending on the language. The hourly rate for on-site transcription services is \$45.

The contract commences upon Council approval, continues for 1 year, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days on the same terms and conditions, unless the County provides notice of non-renewal. Compensation may not exceed \$128,570 for the entire 5-year and 3-month term, including the renewal and extension periods.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process based on the lowest bid from three bids received.

On January 5, 2009, the Council approved a 5-year contract not to exceed \$500,000 with Language Bank, Inc. to provide similar services. The contract expired on January 24, 2014. The Department advised that expenditures under that contract totaled \$750 and that no services have been provided since its expiration.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

## EXECUTIVE SUMMARY

The scope of service under this contract is to provide on-call court certified interpretation and transcription services of witnesses, victims and/or suspects, in person and in writing, for the Baltimore County Police Department.

The vendor must provide on-call interpretation and transcription services 365 days per year, 7 days per week and 24 hours per day. Personnel are required to support the Baltimore County Police Department any time of day, any day of the week, and on holidays. The interpreters and transcriptionists must be court certified and on-site 90 minutes after initial contact by the Police Department.

The agreement was awarded through a competitive procurement process based on the lowest responsive and responsible bidder. Homeland Security and Management Solutions dba Dantli Corp. was the successful vendor. The term will commence when executed by County Council and continue for one (1) year, with four (4) renewal options. Total compensation including all renewals, is \$128,570.39.

Prepared by: Police Department

FM-3 (Contract)

Council District(s) All

Department of Public Works

Laboratory Analysis – Environmental Samples

The Administration is requesting approval of a contract with ALS Group USA Corporation, d/b/a ALS Environmental to provide on-call laboratory analysis of environmental samples collected from three County municipal solid waste landfill sites. The contract commenced March 1, 2014, continues until July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through February 28, 2015, and will automatically renew for two additional 1-year periods. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$129,000 for the entire 3-year term, including the renewal periods.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County <sup>(1)</sup>	\$ 129,000	<sup>(1)</sup> Capital Projects Fund.
State	--	<sup>(2)</sup> Maximum compensation for the entire 3-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 1-year term.
Federal	--	
Other	--	
<b>Total</b>	<u>\$ 129,000</u> <sup>(2)</sup>	

Analysis

The contractor will provide laboratory analysis of environmental samples collected by the contractor or by County personnel from three County municipal solid waste landfill sites in support of remediation, monitoring, and investigation projects. Samples will include leachate, diesel contaminated water, treated effluent, surface water, groundwater, drinking water, sediments, and soils. The contractor will analyze water quality indicator parameters, inorganics, metals, organic compounds, and hydrocarbons. Unit prices range from \$3 to \$145,

depending on the commodity sampled (e.g., cobalt, lead, sulfide, zinc, and various semi-volatile organic compounds).

The contract commenced March 1, 2014, continues until July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through February 28, 2015, and will automatically renew for two additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$129,000 for the entire 3-year term, including the renewal periods. As of May 29, 2014, expenditures incurred under this contract totaled \$8,328.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process; no other bids were received.

The Department advised that the County's lab typically provides laboratory services; however, an on-call contractor is needed since the County's lab is not certified in all required sampling methods and cannot always meet the time requirement of the testing procedure.

The Department further advised that Martel Laboratories JDS, Inc. provides similar laboratory services to the County as needed. As of June 24, 2014, expenditures for the current 2-year contract ending August 12, 2014 totaled \$9,460.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

**FM-19 (Contract)**

**Council District(s) 6 & 7**

**Department of Public Works**

**Street Sweeping Services**

The Administration is requesting approval of a contract with B & J Sweeping and Sons, Inc. to provide street sweeping services in eastern Baltimore County. The contract commenced May 1, 2014, continues until July 30, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2015, and will automatically renew for four additional 1-year periods. Compensation may not exceed \$131,000 for the initial 1-year term and \$785,000 for the entire 5-year term, including the renewal periods.

**Fiscal Summary**

<b>Funding Source</b>	<b>Initial Term</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 131,000	\$ 785,000	<sup>(1)</sup> Capital Projects Fund (Stormwater Remediation Fee). <sup>(2)</sup> Maximum compensation for the initial 1-year term. <sup>(3)</sup> Maximum compensation for the entire 5-year term, including the renewal periods.
<b>State</b>	--	--	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	<u>\$ 131,000</u> <sup>(2)</sup>	<u>\$ 785,000</u> <sup>(3)</sup>	

**Analysis**

The contractor will provide street sweeping services for all County-maintained streets with curb and gutters in eastern Baltimore County in order to ensure the County's compliance with federal and state mandated pollutant load reductions under the Clean Water Act, and implementation of the local Stormwater Remediation Program for the Chesapeake Bay and its tributaries. The street sweeping program will improve water quality by reducing the amount of nutrients (such as nitrogen and phosphorus), sediment, and litter entering the storm drain system before the stormwater is discharged into local streams and ultimately the Bay. The Department advised

that this Best Management Practice also prolongs the stormwater management system's maintenance cycle and the effectiveness of downstream projects such as stream restorations, outfall projects, and stormwater management ponds.

The contractor will provide equipment, labor, fuel, and any other materials necessary to complete the required work. All work must be performed weekdays between the hours of 7:30 a.m. and 3:30 p.m. No cleaning operation will be conducted when there are climatic conditions (e.g., heavy rain, fog, snow, high winds) present or forecast that would make such an operation ineffectual or dangerous. The contractor's hourly rate is \$75.

The Department advised that street sweeping for eastern Baltimore County is currently performed in-house on an occasional basis; however, sweeping full-time will greatly increase pollutant removal rates. The proposed contract will assist in providing full-time focused service in the eastern region of the County due to its proximity to the Bay and where debris is known to affect the waterways. Funding is available from the collection of the County's stormwater remediation fee.

The contract commenced May 1, 2014, continues until July 30, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2015, and will automatically renew for four additional 1-year periods. Compensation may not exceed \$131,000 for the initial 1-year term and \$785,000 for the entire 5-year term, including the renewal periods. The Department advised that the County has incurred costs totaling \$4,327 under this contract as of June 12, 2014.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in the unit price in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process based on the lowest responsive bid from four bids received.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

FM-4 (Contract)

Council District(s) All

Department of Recreation and Parks

Maintenance/Repair Lighting Systems at Athletic Fields, Courts, and Parks

The Administration is requesting approval of a contract with Lighting Maintenance, Inc. (LMI) to provide maintenance and repair of lights at County-owned athletic fields and courts. The contract commenced on May 1, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2015, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$255,494 for the entire 5-year and 3-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County <sup>(1)</sup>	\$ 255,494	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Maximum compensation for the entire 5-year and 3-month term, including the renewal and extension periods. The contract does not specify a maximum compensation for the initial 1-year term.
State	--	
Federal	--	
Other	--	
<b>Total</b>	<u>\$ 255,494</u> <sup>(2)</sup>	

Analysis

The contractor shall furnish all labor, materials, tools, equipment, and supervision for maintenance and repairs of exterior lighting at County-owned athletic fields and courts. The contractor will replace lamps, ballasts, lens and protective shields, wiring, fuses, breakers, etc., as needed.

---

Unit prices for replacement lighting (i.e., lamps and ballasts) range from \$14 to \$65 per fixture. Unit prices for the equipment (i.e., crane, telescopic platform, and bucket truck) used to replace the lighting range from \$0.50 per hour (equipment owned by contractor and cost covered by overhead) to \$165 per hour. The unit cost for maintenance and repair work is \$9 or \$10 per hour for a journeyman electrician (depending on regular or overtime requirements) and \$8 per hour for an electrician's helper. The contractor's mark-up on materials is 20%.

The contract commenced on May 1, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2015, and will automatically renew for four additional 1-year periods with an option to further extend the initial term or any renewal term an additional 90 days on the same terms and conditions. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$255,494 for the entire 5-year and 3-month term, including the renewal and extension periods. The County may terminate the agreement by providing 30 days prior written notice.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers - United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower.

On December 21, 2009, the Council approved a 5-year and 3-month contract totaling \$136,759 with LMI for the same services. The Department advised that expenditures as of May 30, 2014 totaled \$124,939 under this contract. For the proposed contract, the Department expects LMI to provide services totaling \$14,000 for the period May 1, 2014 to July 7, 2014. The County intends to terminate the 2009 contract, which provides higher prices for labor and materials, upon Council approval of the proposed contract.

The contract was awarded through a competitive procurement process based on the lowest responsible and responsive bid from two bids received.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

## ATHLETIC FIELD LIGHTING MAINTENANCE EXECUTIVE SUMMARY

The purpose of the proposed contract is to procure contractual services for the maintenance and repair of lighting systems at athletic fields, athletic courts and parks throughout Baltimore County. The contractor, Lighting Maintenance, Inc. (LMI), was selected through a competitive bid with a lowest responsive and responsible bid of \$36,990 for the first full year of the contract. The initial term of the proposed contract, with a not-to-exceed limit of \$25,000, is May 1, 2014 through ~~June 2,~~<sup>July 7,</sup> 2014. The term would be extended through April 30, 2015 upon County Council approval, with four (4) one-year renewals. The not-to-exceed amount for the life of the contract, including extensions, is \$255,494.

LMI is the County's existing recreation lighting maintenance contractor, with their last contract being approved by the County Council on December 21, 2009 with a not-to-exceed limit of \$136,759.38. The entirety of that funding amount is expected to be expended by early May of 2014. There is a need to encumber additional funding for the purpose of lighting maintenance services to meet existing and future, ongoing lighting maintenance and repairs.

The Department may, under Baltimore County procurement regulations, establish a new contract for \$25,000 in services without County Council approval. A recent bid was procured on March 7, 2014 for the purpose of establishing a new contract. LMI submitted the most competitive, lowest responsive and responsible bid. The initial contract term for the new contract shall be May 1, 2014 through ~~June 2,~~<sup>July 7,</sup> 2014, enabling existing needed maintenance and repair work to take place. However, there is a need to secure more long-term contractual services, and so County Council approval is being sought. The Council's approval would extend the initial term of the contract through April 30, 2015, create four (4) one-year renewal options, and set a not-to-exceed limit of \$255,494 for the life of the contract.

**FM-5 (Contract)**

**Council District(s) All**

**Office of Information Technology**

**Design and Engineering Services – Inter-County Broadband Network**

The Administration is requesting approval of a contract with Advantage Engineers LLC to provide design and engineering services for the Inter-County Broadband Network (ICBN) fiber optic infrastructure project. The contract commences upon Council approval, continues until April 30, 2015, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. The contract does not specify a maximum compensation for the approximate 10-month initial term. Compensation may not exceed \$500,000 for the entire approximate 5-year and 1-month term, including the renewal and extension periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 500,000	<sup>(1)</sup> General Fund Operating Budget.
<b>State</b>	--	<sup>(2)</sup> Maximum compensation over the entire approximate 5-year and 1-month term, including the renewal and extension periods. The contract does not specify a maximum compensation for the approximate 10-month initial term.
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	\$ 500,000 <sup>(2)</sup>	

**Analysis**

In 2010, the State of Maryland was awarded a \$115 million Federal Broadband Technology Opportunities Program grant to develop a secure fiber optic system to connect jurisdictions (including public safety, health, education and job creation agencies) and other “community anchor” institutions (such as hospitals). As part of this Program, Baltimore County has been participating in the Inter-County Broadband Network (ICBN). The ICBN is comprised of nine

---

central Maryland counties and cities (City of Annapolis, Baltimore City, and Anne Arundel, Baltimore, Carroll, Harford, Howard, Montgomery, and Prince George's Counties) and led by Howard County, which has served as the key sub-recipient of the state's grant award. Accordingly, Howard County managed the "back bone" installation of fiber optic infrastructure. The County is now responsible for connecting various County sites to the "backbone."

Advantage Engineers LLC will be responsible for the design, permitting, drafting, geotechnical, environmental, and utility location requirements for the County's portion of the ICBN aerial and underground fiber optic infrastructure project. Services may also include field surveying, outside plant engineering, anchor institute fiber path design, utility pole attachment applications, right-of-way access agreements, environmental impact studies, geotechnical studies, geographic information system-based computer aided design and drafting drawings, and permitting services (e.g., for railroad, Army Corps of Engineers, and State Highway Administration compliance). Hourly labor rates range from \$52.00 (administrative/secretary) to \$184.04 (project principal).

The contract commences upon Council approval, continues until April 30, 2015, and will automatically renew for four additional 1-year periods on the same terms and conditions, with the option to further extend the initial term or any renewal term an additional 90 days. The contract does not specify a maximum compensation for the approximate 10-month initial term. Compensation may not exceed \$500,000 for the entire 5-year and 1-month term, including the renewal and extension periods. The County may terminate the agreement by providing 30 days prior written notice.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower.

The Office advised that Advantage Engineers LLC designed the foundation for the broadband fiber optic network in Baltimore County under a Howard County contract; however, because Howard County's contract is funded strictly with federal grant funds, the County cannot piggyback this agreement. The proposed contract was awarded on a non-competitive basis to insure consistency and continuity of service for the County's ICBN fiber optic infrastructure.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

**Executive Summary**

**Summary** - This fiscal matter is a Contract with Advantage Engineers LLC for design and engineering services for the Inter-County Broadband Network (ICBN) fiber optic infrastructure project. The ICBN project, which is comprised of nine (9) central Maryland counties and cities, is a project to build as much as eight hundred fifty (850) miles of fiber optics and directly connect over six hundred fifty (650) community anchor institutions (schools, libraries, government buildings, community colleges, public safety agencies, etc.). The ICBN consists of Annapolis, Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Harford County, Howard County, Montgomery County and Prince George's County.

Expanding broadband is crucial for helping to create jobs, improve public safety, increase educational opportunities, improve health care delivery, and improve infrastructure for the Defense Base Closure and Realignment (BRAC). The project was grant funded through the U.S. Department of Commerce's (DOC) Broadband Technology Opportunities Program (BTOP), as authorized by the American Recovery and Reinvestment Act (ARRA).

The ICBN project requires both aerial and underground applications, a large majority of which will be underground. Advantage Engineers LLC will be responsible for completing the project's design, permitting, drafting, geotechnical, environmental, and utility location requirements. Scopes of Work (SOW) may also include field surveying, Outside Plant (OSP) engineering, anchor institute fiber path design, utility pole attachment applications, Right of Way access agreements, environmental impact studies, geotechnical studies, Geographic Information System (GIS) based Computer Aided Design and Drafting (CADD) drawings, and permitting services for local municipality agencies, railroad operators, Army Corps of Engineers and State Highway Administration.

Now that the Broadband Fiber Optic Network foundation is in place, Baltimore County will continue to expand the network throughout the County for the benefit of its citizens. Advantage Engineers LLC is the selected vendor for these services under the provisions of Section 902(f) of the Baltimore County Charter to insure consistency and continuity of service. Advantage Engineering LLC has an intimate knowledge of Baltimore County's existing fiber infrastructure, having designed a significant portion of it, which gives them a unique perspective on the requirements and vision of the overall project. Advantage Engineers LLC was generally considered the most responsive and responsible bidder to the Howard County bid for these services. Since they are performing these same services for Howard County and other surrounding jurisdictions, Baltimore County was able to secure from the vendor very good, competitive pricing for the services to be performed.

**History** – The State of Maryland was awarded competitive federal grant funds to extend middle-mile broadband infrastructure to each of Maryland's twenty-three (23) counties, the City of Baltimore, and the City of Annapolis, including many rural and underserved communities across the State. Expanding broadband is crucial for helping to create jobs, improve public safety, increase educational opportunities, improve health care delivery, and improve infrastructure for the Defense Base Closure and Realignment (BRAC). The project

**Executive Summary**

is grant funded through the U.S. Department of Commerce's (DOC) Broadband Technology Opportunities Program (BTOP), as authorized by the American Recovery and Reinvestment Act (ARRA).

The Inter-County Broadband Network (ICBN) comprised of nine (9) central Maryland counties and cities and led by Howard County, Maryland, is a key sub-recipient of the State's grant award. The ICBN will use grant funds to build as much as eight hundred fifty (850) miles of fiber optics and directly connect over six hundred fifty (650) community anchor institutions (schools, libraries, government buildings, community colleges, public safety agencies, etc.). The ICBN consists of Annapolis, Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Harford County, Howard County, Montgomery County and Prince George's County.

Howard County, Maryland was the key sub-recipient of the State's grant award. Howard County, Maryland issued Request for Proposal 25-2011 for ICBN Design and Engineering Services, and awarded several contracts, including a contract dated August 10, 2011 to Advantage Engineers LLC. Because this contract is funded solely with Federal grant money, the County cannot piggyback their agreement.

Therefore, Baltimore County is entering into an Agreement with Advantage Engineers LLC for design and engineering services for continued fiber optic infrastructure tasks. It is in the best interest of the County to enter into this Agreement with Advantage Engineers LLC to insure consistency and continuity of service. The Initial Term of the Agreement is from the date the Contract is fully executed by the County and shall continue through April 30, 2015. The County reserves the right to renew the Agreement for four (4) one year periods on the same terms and conditions, except that the County may entertain a written request from Advantage Engineers LLC for escalation of pricing in accordance with the then-current Consumer Price Index or up to a maximum 5% increase on current County pricing, whichever is lower.

**Purpose** – The purpose of this Contract with Advantage Engineers LLC is for continued design and engineering services for the Inter-County Broadband Network (ICBN) fiber optic infrastructure project, as we expand the Broadband Fiber Optic Network into schools, libraries, police precincts, fire stations, hospitals, community colleges, government buildings, etc. This expanded fiber optic network is crucial for helping to create jobs, improve public safety, increase educational opportunities, improve health care delivery, etc.

**Fiscal Impact** – In no event shall the total compensation paid to the Contractor under this Agreement exceed the sum of Five Hundred Thousand Dollars (\$500,000.00) during the entire term of this Agreement including renewals thereof. In accordance with individual scopes of work to be performed by the Advantage Engineers LLC for various tasks and sub-tasks required by the County, the County shall pay upon completion of the services rendered in a manner satisfactory to the County.

Prepared by: Office of Information Technology

FM-6 (Contract)

Council District(s) All


---

**Office of Budget and Finance**


---



---

**Carpet Cleaning Services at BCPL Branches**


---

The Administration is requesting approval of an amendment to a contract between the Board of Library Trustees for Baltimore County and Expert Carpet Cleaning, Inc. to provide carpet cleaning services for 18 Baltimore County Public Library (BCPL) branch locations and the BCPL administrative office. As of July 1, 2014, the County is assuming maintenance duties for BCPL. The proposed amendment assigns the pre-existing contract from BCPL to the County effective July 1, 2014, and the County exercises the option to renew the contract (fifth of six 1-year renewal periods). The amendment states that compensation for FY 2015 may not exceed \$79,817. Estimated compensation totals \$163,625 for the remaining two years of the contract, including the final 1-year renewal period.

---

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2015</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 79,817	\$ 163,625	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Maximum compensation for FY 2015. <sup>(3)</sup> Estimated compensation for the remaining two years, including the final 1-year renewal period.
<b>State</b>	--	--	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	\$ 79,817 <sup>(2)</sup>	\$ 163,625 <sup>(3)</sup>	

---

**Analysis**

On June 11, 2009, the Board of Library Trustees for Baltimore County approved a 7-year contract with Expert Carpet Cleaning, Inc. for carpet cleaning services at its various library branches. Expenditures through April 2014 totaled \$367,661.

---

As of July 1, 2014, the County's Office of Budget and Finance, Property Management Division is assuming maintenance functions for BCPL. The proposed amendment assigns the contract with Expert Carpet Cleaning, Inc. to the County.

The contractor will continue to provide all labor, materials, tools, equipment, fuel, supervision, and incidentals to perform carpet cleaning services at 18 BCPL branches, including BCPL's administrative office. Specifically, the contractor will be responsible for yearly carpet cleaning in a manner satisfactory to the library and in accordance with all applicable professional standards. Library branch carpet cleaning costs range from \$442 (Loch Raven) to \$4,205 (Towson) with a reduced rate of \$310 to \$2,944, respectively, in the event a second cleaning is needed. The administrative office's carpet cleaning cost totals \$3,960 with a reduced rate of \$2,772 in the event a second cleaning is needed. The carpets may also be Scotchgard-protected for an additional fee ranging from \$101 (Loch Raven) to \$911 (Towson). The hourly labor rate for emergency cleanings and for high traffic cleanings is \$75.30. The contractor's markup on materials is 12%.

Under the proposed amendment, the County exercises the option to renew the contract (for the fifth of six 1-year renewal periods) effective July 1, 2014. The amendment states that compensation for FY 2015 may not exceed \$79,817. Estimated compensation for the remaining two 1-year renewal periods, including the final 1-year renewal period, totals \$163,625. All other terms, conditions, and provisions of the agreement remain in effect. The County may terminate the agreement by providing 30 days written notice.

BCPL advised that the original contract was awarded through a competitive procurement process.

FM-7 on this agenda is a similar assignment of a contract from BCPL to the County for janitorial services.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## FM-7 (Contract Amendment)

Council District(s) All

## Office of Budget and Finance

## Janitorial Services at BCPL Branches

The Administration is requesting approval of an amendment to a contract between the Board of Library Trustees for Baltimore County and Shamrock Maintenance, Inc. to provide janitorial services for 18 Baltimore County Public Library (BCPL) branch locations and the BCPL administrative office. As of July 1, 2014, the County is assuming maintenance duties for BCPL. The proposed amendment assigns the pre-existing contract from BCPL to the County effective July 1, 2014, and the County exercises its option to renew the contract (first of four 1-year renewal periods). Estimated compensation totals \$416,353 for FY 2015 (the first renewal period) and \$1,915,030 for the entire remaining 4-year and 3-month term (four 1-year renewal periods and one 90-day extension period).

## Fiscal Summary

Funding Source	FY 2015	Total Compensation	Notes
County <sup>(1)</sup>	\$ 416,353	\$ 1,915,030	<sup>(1)</sup> General Fund Operating Budget.
State	--	--	<sup>(2)</sup> Estimated compensation for FY 2015 (the first renewal period), assuming a 5% increase over FY 2014.
Federal	--	--	<sup>(3)</sup> Estimated compensation for the remaining 4-year and 3-month term (includes the renewal and extension periods), assuming a 5% increase annually.
Other	--	--	
<b>Total</b>	<u>\$ 416,353</u> <sup>(2)</sup>	<u>\$ 1,915,030</u> <sup>(3)</sup>	

## Analysis

On June 17, 2013, the Board of Library Trustees for Baltimore County approved a contract with Shamrock Maintenance, Inc. with maximum compensation of \$396,527 for the initial 1-year term commencing July 1, 2013 and estimated compensation totaling \$2,311,557 for the entire 5-year and 3-month term. Expenditures/encumbrances through May 30, 2014 totaled \$325,623.

As of July 1, 2014, the County's Office of Budget and Finance, Property Management Division is assuming maintenance functions for BCPL. The proposed amendment assigns the contract with Shamrock Maintenance, Inc. to the County. Under the proposed amendment, the County exercises the option to renew the contract (for the first of four 1-year renewal periods) effective July 1, 2014.

The contractor will continue to provide janitorial services (e.g., vacuuming, maintaining floors and rugs, cleaning restrooms, and removing trash) for 18 BCPL branch locations and the BCPL administrative office. The contractor supplies all supervision, labor, equipment, cleaning supplies, and signage. Contractor services are subject to inspection and approval by the County. The hourly rates range from \$12.66 per hour to \$14.21 per hour, depending on the building serviced.

Under the original contract, compensation may not exceed \$396,527 for the initial 1-year term. The contract does not specify a maximum compensation for the entire 5-year and 3-month term, (includes the renewal and extension periods). However, the contract provides that the County may entertain a request for an escalation in unit prices as necessitated by the Consumer Price Index (CPI) after the first year of the agreement. Estimated compensation totals \$416,353 for FY 2015 (the first renewal period) and \$1,915,030 for the entire remaining 4-year and 3-month term (includes the renewal and extension periods), assuming a maximum 5% increase on the current pricing annually. All other terms, conditions, and provisions of the agreement remain in effect. The County may terminate the agreement by providing 30 days prior written notice.

BCPL advised that the original contract was awarded through a competitive procurement process based on the lowest bid from two bids received.

On July 2, 2012, the Council approved a 5-year contract not to exceed \$3,422,315 with Dazser-Bal Corporation d/b/a Jani-King of Baltimore to provide custodial services at various County buildings. The Office advised that the County invited Jani-King to submit a bid to provide library maintenance services; however, based on the contractor's pricing structure, it determined that the assignment of the Shamrock Maintenance, Inc. was more cost-effective.

FM-6 on this agenda is a similar assignment of a contract from BCPL to the County for carpet cleaning services.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

FM-18 (Contract)

Council District(s) All

## Office of Budget and Finance

## Maintenance and Repair of Fire Sprinkler Systems

The Administration is requesting approval of a contract with Advanced Fire Protection Systems, LLC to provide maintenance and repair services for sprinkler systems in 81 County-owned buildings. The contract commences upon Council approval and continues until December 31, 2017. Compensation may not exceed \$220,000 for the entire approximate 3-year and 6-month term.

## Fiscal Summary

Funding Source	Maximum Compensation	Notes
County <sup>(1)</sup>	\$ 220,000	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Maximum compensation for the approximate 3-year and 6-month term.
State	--	
Federal	--	
Other	--	
<b>Total</b>	<u><u>\$ 220,000</u></u> <sup>(2)</sup>	

## Analysis

The contractor will provide labor, equipment, materials, and supervision to test, maintain, repair, and/or upgrade sprinkler systems in 81 County-owned buildings. Repairs or upgrades to the sprinkler systems may be contractor-recommended (based on testing results) or at the request of the Property Management Division. The per-building cost per year for quarterly testing services ranges from \$400 (e.g., County Office Building) to \$3,200 (e.g., Public Safety Building). The hourly labor rates for repairs and upgrades are \$60 for regular time and \$70 for overtime and emergency services. The contractor's mark-up on materials is 20%.

The contract commences upon Council approval and continues until December 31, 2017. Compensation may not exceed \$220,000 for the entire approximate 3-year and 6-month term.

Prior to the contract anniversary date, prices may be increased in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate this agreement by providing 30 days prior written notice.

The contract was awarded as a piggyback to an existing Baltimore County Public Schools contract, which was awarded through a competitive procurement process based on best value from five bids received.

On May 5, 2008, the Council approved a similar 6-year contract with Simplex Grinnell, LP not to exceed \$301,053. The Office advised that expenditures under this contract totaled \$199,656. The Office further advised that the County has not incurred any costs for these services since the expiration of the contract in May 2014.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

FM-8 (Contract)

Council District(s) All


---

**Department of Health and Human Services**


---

**Community Health Needs Assessment (CHNA) FY15**


---

The Administration is requesting approval of a contract with Ascendent Healthcare Advisors, Inc. to provide a Community Health Needs Assessment (CHNA). The contract commences upon Council approval, continues for 3 years, and will automatically renew for 1 additional year. Compensation for the initial 3-year term may not exceed \$70,000. Compensation for the 1-year renewal term is limited to the amount of grant funds received for these services. The contract does not specify a maximum compensation for the entire 4-year term, including the renewal period. See Exhibit A.

---

**Fiscal Summary**

<b>Funding Source</b>	<b>Initial Term</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b>	--	--	<sup>(1)</sup> Maryland Hospital Association. <sup>(2)</sup> Maximum compensation for the initial 3-year term. <sup>(3)</sup> Estimated compensation for the entire 4-year term, including the renewal period, assuming the same amount of funding is provided for a second assessment in the fourth year (during the 1-year renewal period). Compensation for the 1-year renewal period is limited to the amount of grant funds received for these services.
<b>State</b>	--	--	
<b>Federal</b>	--	--	
<b>Other</b> <sup>(1)</sup>	\$ 70,000	\$ 140,000	
<b>Total</b>	<u>\$ 70,000</u> <sup>(2)</sup>	<u>\$ 140,000</u> <sup>(3)</sup>	

---

**Analysis**

The contractor will provide a Community Health Needs Assessment (CHNA). The CHNA will provide the Department information on conditions of public health importance and the health status of County citizens/communities, and identify trends in health problems, environmental public health hazards, and social and economic factors that affect the public's health. The CHNA will allow the Department to develop recommendations regarding public health policy, processes, programs, and interventions.

The Department advised that a CHNA is required to receive Public Health Accreditation, which will provide a quality assurance focus for all of the Department's activities and an ability to participate in grant opportunities. The Department also advised that it plans for the CHNA to be conducted in FY 2015 and then to pursue accreditation within the next 2-3 years.

The contractor will compile and evaluate Baltimore County data (e.g., census tract, infectious and chronic diseases); form Community Action Teams (CATs) representing County residents and stakeholders with the support of the Baltimore County Local Health Improvement Coalition (LHIC) and Health Department staff; and utilize telephone, web-based, and focus group surveys (e.g., Baltimore County Senior Centers and Health Centers). The County plans to use the information to build community partnerships (e.g., advisory groups, coalitions, hospitals, and community and faith groups) and to provide services to improve health outcomes. A draft report summarizing the CHNA process (including key persons involved, data accumulated, assessment methodology, etc.) and the health priorities identified will be published for public comment with the final report made available to the public.

The contract commences upon Council approval, continues for 3 years, and will automatically renew for one additional 1-year period on the same terms and conditions, unless the County provides notice of non-renewal. Compensation for the initial 3-year term may not exceed \$70,000. Compensation for the renewal term is limited to the amount of grant funds received for these services. If grant funds are not received from the Maryland Hospital Association (or any successor entity), the County will not renew the contract. The County may terminate the agreement by providing 30 days prior written notice.

The Department advised that re-accreditation requires a reassessment every 3 years (the 1-year renewal period). The Department also advised that it structured the proposed contract term for 4 years in order to allow the same contractor to perform the reassessment and that compensation for the renewal period is not determinable at this time. Estimated compensation for the reassessment would total \$70,000, assuming the same amount of funding is provided for a second assessment in the fourth year (during the 1-year renewal period).

The contract was awarded through a competitive procurement process based on experience and qualifications from three proposals received.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

Executive Summary  
Ascendient Healthcare Advisors Inc

The Department of Health is requesting approval of the attached contract with Ascendient Healthcare Advisors, Inc. for the amount of \$70,000 for a Community Health Needs Assessment (CHNA) for fiscal year 2015. A CHNA is necessary for program planning to align with the Baltimore County Local Health Improvement Coalition (LHIC) priorities as mandated by the Maryland Department of Health and Mental Hygiene. The project is supported by funding from the Maryland Hospital Association.

Background:

Baltimore County has not had a community health needs assessment to set priorities for the LHIC and guide programs. The Maryland Hospital Association awarded start up funding to the LHIC. Part of these funds, \$70,000, is being saved for use for the CHNA. There were three bids offered, and the selection of Ascendient Healthcare Advisors, Inc. was made by committee. This vendor has experience in other counties in Maryland. The initial contract is for three years, with a one year renewal for a total of four years.

Program Description:

The CHNA will be conducted by evaluating Baltimore County data, forming Community Action Teams (CATs) representing county residents and stakeholders, with the support of the LHIC and staff in the Health Department. Telephone, web-based and focus group surveys will be utilized. A report will be created and published in draft form for public comment, and then finalized and available to the public.

Goal of the project:

The CHNA will be used to align the LHIC Action Plan with identified needs in the community. The Maryland Department of Health and Mental Hygiene is committed to the improvement of the health in the county by supporting efforts of local health departments and their local coalitions.

Prepared by: Department of Health and  
Human Services

FM-13 (Contract)

Council District(s) All

**Department of Health and Human Services**

**Family and Kinship Navigation Services**

The Administration is requesting approval of a contract with Associated Catholic Charities, Inc., Child and Family Services to provide referral and other services to families and caregivers of children with developmental disabilities and/or serious mental health issues. The contract commences July 1, 2014, continues through July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for four additional 1-year periods. The contract states that compensation may not exceed \$159,903 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the grant funds appropriated for these services. Estimated compensation totals \$799,515 for the entire 5-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2015</b>	<b>Total Compensation</b>
<b>County</b>	--	--
<b>State <sup>(1)</sup></b>	\$ 159,903	\$ 799,515
<b>Federal</b>	--	--
<b>Other</b>	--	--
<b>Total</b>	\$ 159,903 <sup>(2)</sup>	\$ 799,515 <sup>(3)</sup>

<sup>(1)</sup> Maryland Governor's Office for Children (\$131,903) and Maryland Department of Human Resources, Social Services Administration (\$28,000) funds passed through the Baltimore County Local Management Board, Community Partnership Agreement.

<sup>(2)</sup> Maximum compensation for FY 2015.

<sup>(3)</sup> Estimated compensation over the entire 5-year term, including the renewal periods, assuming the same level of appropriation each year. Compensation for the renewal periods is limited to the amount of grant funds appropriated.

---

### Analysis

Associated Catholic Charities, Inc. will provide services to families and relative caregivers providing 24-hour-per-day care to children with developmental disabilities and/or serious mental health issues to determine their specific needs and locate resources to meet those needs. Services will be family-focused, community-based, culturally and linguistically competent, and outcome-based. Services will include family outreach; screening and assessment; information and referral to resources that may assist the family; family support (e.g., emotional support, encouragement, education, support groups); and service evaluation. The contractor is responsible for responding to referrals within 48 hours and providing services at a time and a location that are convenient to the family/caregiver. The Department estimates that 500 families will be served annually.

The contract commences July 1, 2014, continues through July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for four additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract states that compensation may not exceed \$159,903 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the grant funds appropriated for these services. Estimated compensation totals \$799,515 for the entire 5-year term, including the renewal periods, assuming the same level of appropriation each year. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process. The Local Management Board advised that Associated Catholic Charities, Inc. was the only respondent to the bid.

On January 4, 2010, the Council approved a contract with Associated Catholic Charities, Inc. to provide similar services. The contract expires June 30, 2014. The Department advised that as of June 16, 2014, expenditures and encumbrances under this contract totaled \$824,556.

On September 15, 2008, the Council approved a 6-year contract with estimated compensation totaling \$877,980 with Associated Catholic Charities, Inc. to provide therapeutic after-school services for County youth with serious emotional illnesses. FM-15 on this agenda is an amendment to include an additional 1-year renewal term and to increase the estimated total compensation to \$1,023,692.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

## EXECUTIVE SUMMARY

### **Contract: Associated Catholic Charities for Family Navigation Services – Kinship Navigation Services**

#### **Overview**

Baltimore County Health and Human Services, Local Management Board (LMB) seeks to enter into a contract with Associated Catholic Charities, Inc., to provide Family and Kinship Navigation services that are designed to help families navigate the human services system.

#### **Background**

Associated Catholic Charities, Inc., is being recommended as the vendor for RFP #P-118, Family Navigation Services – Kinship Navigation Services.

The target population for Family Navigation Services is Baltimore County families with a child (or children) with intensive needs. Kinship Navigation Services are for caregivers who are relatives providing 24-hour a day care and supportive services for a minor child.

The contractor will utilize a strength-based approach that is consistent with the Systems of Care philosophy by providing services that are family focused, community based, culturally and linguistically competent and outcome-based.

The contractor will provide Family and Kinship Navigation Services that must include, but are not limited to, Family Outreach, Screening & Assessment, Information & Referral, Family Support and Service Evaluation.

#### **Analysis**

Funding is available for these services from the Maryland Governor's Office for Children through the LMB's Community Partnership Agreement. Funding for year one is \$159,903. The total compensation for the life of the contract is \$799,515.

The initial term of the Agreement is July 1, 2014 through June 30, 2015, with up to four, 1-year renewal options.

It is expected that approximately 500 families will be served annually through this contract.

**Prepared By:** Department of Health and Human Services

FM-14 (Contract)

Council District(s) All

**Department of Health and Human Services**

**Enhanced Clinical Support & Rental Subsidies**

The Administration is requesting approval of a contract with People Encouraging People, Inc. to provide enhanced clinical support and rental subsidies to County adults upon discharge from a State psychiatric hospital. The contract commences July 1, 2014, continues until July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for five additional 1-year periods. The contract states that compensation may not exceed \$700,835 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the state grant funds appropriated for these services. Estimated compensation totals \$4,205,010 for the entire 6-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2015</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b>	--	--	<sup>(1)</sup> Maryland Department of Health and Mental Hygiene, Mental Hygiene Administration funds. <sup>(2)</sup> Maximum compensation for FY 2015. <sup>(3)</sup> Estimated compensation over the entire 6-year term, including the renewal periods, assuming the same level of appropriation each year. Compensation for the renewal periods is limited to the amount of grant funds appropriated.
<b>State</b> <sup>(1)</sup>	\$ 700,835	\$ 4,205,010	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	\$ 700,835 <sup>(2)</sup>	\$ 4,205,010 <sup>(3)</sup>	

---

### Analysis

People Encouraging People, Inc. will provide rental subsidies and intensive outpatient (Assertive Community Treatment (ACT)) services to County adults with complex mental health illnesses who have been discharged from a State psychiatric hospital and are being transitioned directly into community apartments. The primary goal of ACT is to give the selected individuals the opportunity to live more independently in an outpatient setting and to prevent further hospitalization. Individuals are given increased ability to function independently through social relationships, finding and maintaining employment, and family support. Clients are identified by the Maryland Department of Health and Mental Hygiene, Mental Hygiene Administration and the County Department of Health and Human Services, Bureau of Behavioral Health as needing enhanced services to maintain community living.

The contractor will employ three full-time equivalent employees to coordinate any needed transition services for clients discharged from the hospital, and to provide clients additional support in the evenings and one-to-one support as-needed. The contractor will also utilize individuals who were previously in State hospitals to assist with activities in order to share their experiences with clients. The Department expects the contractor will serve 35 unduplicated adults annually.

The contract commences July 1, 2014, continues until July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for five additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract states that compensation may not exceed \$700,835 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the state grant funds appropriated for these services. Estimated compensation totals \$4,205,010 over the entire 6-year term, including the renewal periods, assuming the same level of appropriation each year. The County may terminate the agreement by providing 30 days prior written notice.

The Department advised that previously the State provided funding for this contract to the Baltimore City Core Service Agency, and at the request of the Maryland Department of Health and Mental Hygiene, Mental Hygiene Administration, future contract funding is being managed by Baltimore County. The Department also advised that, because existing clients currently are receiving specialized program services provided by the contractor and could be harmed by a

disruption in such services, the County awarded the contract on a non-competitive basis to ensure the clients' continuity of care.

On June 4, 2012, the Council approved a 6-year and 3-month contract with People Encouraging People, Inc. to provide mental health and other services to eligible youth in order to develop the skills necessary for successful integration into the community.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## EXECUTIVE SUMMARY

### People Encouraging People, Inc. - 070714

Baltimore County Health and Human Services seeks the Agreement with People Encouraging People, Inc. to provide enhanced clinical support and rental subsidies to 35 Baltimore County adults, who are being discharged from a state psychiatric hospital.

Funding for these services is available through a grant from the State of Maryland Department of Health and Mental Hygiene (DHMH), Mental Hygiene Administration (MHA) allocated to the Department of Health, Bureau of Behavioral Health.

The initial term of the Agreement is July 1, 2014 through June, 30 2015, with five (1) year renewals. It is expected that approximately 35 unduplicated adults will be served annually. The compensation is \$700,835 each year for the services provided and \$4,205,010 for the life of the contract.

### BACKGROUND

The State of Maryland, Department of Mental Health and Hygiene, Mental Hygiene Administration (MHA) will annually fund Baltimore County, Department of Health, Bureau of Behavioral Health to reimburse this sub vendor to provide the necessary community based support and care. Funds were initially provided to the Baltimore City Core Service Agency, and at the request of the Mental Hygiene Administration; the funds to the support the program are being transferred to the County to manage.

The existing Agreement was established to provide rental subsidies and intensive Assertive Community Treatment (ACT) team services to thirty-five individuals with complex mental health illnesses, who are discharged directly from a state hospital to the provider. PEP is a nonprofit behavioral healthcare corporation dedicated to providing life-transforming rehabilitation and

support services to people in Baltimore who are disabled or disadvantaged. PEP services are designed specifically for each individual's challenges.

Through the Agreement PEP will maintain approval as a Mobile Treatment Services Program and meet MHA's requirements for ACT teams.

The program will provide ACT services to individuals with complex mental health and other secondary diagnoses who are currently in state psychiatric hospitals. These enhanced services are funded through Medicaid.

The program will employ 1 FTE rehabilitation counselor to provide additional support in the evenings, and as needed, for one to one support to assist individuals in the program. Funds are provided to the program for 2 FTE Housing Development and "in reach staff" who will provide and coordinate any needed transition services for 35 patients to be discharged. This includes providing "in reach" activities on a regular basis to state hospital patients, at locations best suited to the needs of the individuals, who require additional support for discharge readiness. PEP will coordinate "in reach activities" with the State Hospital Director of Social Work. In addition, provide peers or individuals who were previously in a state hospital to assist with "in reach" activities in order to share their lived experiences.

#### **PURPOSE**

HHS/BBH has received grant funding from the Maryland Department of Health and Mental Hygiene Administration, Mental Hygiene Administration to provide rental subsidies and intensive ACT team services to thirty-five individuals. In addition, individuals will participate in psychiatric rehabilitation services and outpatient mental health treatment services through the ACT team.

**FISCAL**

The amount of the agreement with People Encouraging People, Inc. is \$700,835 per year and \$4,205,010 for the life of the contract.

Prepared by: Department of Health and  
Human Services

FM-15 (Contract Amendment)

Council District(s) All

**Department of Health and Human Services**

**Therapeutic After-school Services**

The Administration is requesting an amendment to a contract with Associated Catholic Charities, Inc. d/b/a Villa Maria Continuum to provide therapeutic after-school services to County youth (ages 5 to 12) with serious emotional illness. The current contract expires June 30, 2014. The amendment extends the agreement by an additional 1-year period (July 1, 2014 through June 30, 2015) and increases the total estimated compensation by \$145,712, from \$877,980 to \$1,023,692, for the entire 7-year term. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Contract Amendment</b>	<b>Current Total Compensation</b>	<b>Amended Total Compensation</b>
<b>County</b>	--	--	--
<b>State</b> <sup>(1)</sup>	\$ 61,212	\$ 370,980	\$ 432,192
<b>Federal</b> <sup>(2)</sup>	84,500	507,000	591,500
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 145,712</u> <sup>(3)</sup>	<u>\$ 877,980</u>	<u>\$ 1,023,692</u> <sup>(4)</sup>

<sup>(1)</sup> Maryland Department of Health and Mental Hygiene, Mental Health Administration funds.

<sup>(2)</sup> U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration funds passed through the Maryland Department of Health and Mental Hygiene, Mental Health Administration.

<sup>(3)</sup> Maximum compensation for the additional 1-year period (FY 2015).

<sup>(4)</sup> Estimated compensation for the entire 7-year term of the contract.

**Analysis**

Associated Catholic Charities, Inc. d/b/a Villa Maria Continuum currently provides after-school programs for County school children ages 5 to 12 with serious emotional illnesses. The programs include therapy and counseling (group, individual, and family), educational assistance

(e.g., homework assistance and tutoring), rehabilitation activities (self-care and independent living skills, social skills, and group and directed leisure activities), and case management services. The programs are offered in two locations, Lansdowne and Timonium, but are available to all County children who are diagnosed with qualifying emotional illnesses. Services are provided Monday through Friday from 3:00 p.m. to 6:00 p.m. at each location. The Department advised that the target number of youth to be served during the amended term is 35 at the Lansdowne location and 24 at the Timonium location. The Department also advised that the programs served 197 youth (109 in Lansdowne and 88 in Timonium) in FY 2013 and 172 youth in FY 2014 to date.

The proposed amendment is necessary since the current contract expires June 30, 2014. The Department advised that the 1-year extension will allow time needed to solicit a new contract for services. Under the proposed amendment, the contractor will continue to provide therapeutic after-school services at both locations. Funds totaling \$84,500 are designated specifically for services at the Lansdowne location and funds totaling \$61,212 are designed specifically for services at the Timonium location.

On September 15, 2008, the Council approved the original 6-year contract that totaled an estimated \$877,980. This amendment extends the agreement by an additional 1-year period (July 1, 2014 through June 30, 2015) and increases the total estimated compensation by \$145,712, from \$877,980 to \$1,023,692, for the entire 7-year term on the same terms and conditions. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the original contract through a competitive procurement process, which had yielded only one proposal. The Department advised that FY 2014 expenditures total \$109,284 to date. The Department further advised that the contractor has provided these services to the County since 1993.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

FM-13 on the agenda is a contract with Associated Catholic Charities, Inc. for family and kinship navigation services.

## EXECUTIVE SUMMARY

### Associated Catholic Charities - 070714

Baltimore County Health and Human Services seeks to amend the Agreement with Associated Catholic Charities to provide Therapeutic Afterschool services to Baltimore County youth, who are age's five to twelve with a serious emotional illness.

Funding for these services is available through a grant from the State of Maryland Department of Health and Mental Hygiene (DHMH), Mental Hygiene Administration (MHA) allocated to the Department of Health, Bureau of Behavioral Health.

The ~~initial~~<sup>amended</sup> term of the Agreement is July 1, 2014 through June, 30 2015. It is expected that approximately 59 unduplicated youth will be served annually.

### BACKGROUND

State and Federal funds are used to support two (2) therapeutic after-school programs for children ages 5 to 12 years old in Timonium and Lansdowne. The Department of Health and Mental Hygiene, Mental Hygiene Administration provides funds for the program. A portion (\$84,500) of these funds is federal block grant dollars and is specifically designated for services provided in the Southwestern section of Baltimore County. The remainder of funds is used to provide services in the Northern section of the County. The Bureau of Behavioral Health has funded these two therapeutic after-school programs under contract with Villa Maria since 1993. The current contract submitted for County Council approval is with Villa Maria, a subsidiary of Associated Catholic Charities, who was selected through a competitive bid process.

Children with serious emotional disturbances in Baltimore County schools who benefit from Therapeutic-After School services have difficulty in school, in the community, and at home. Many are at risk for hospitalization or out-of-home residential placement. Comprehensive educational, psychotherapeutic and recreational services through a therapeutic after-school program can decrease the risk of an adverse event such as out of home placement from occurring. Therapeutic After-school Services are available to children ages 5-12 with an Axis I diagnosis. Services are provided year-round five days per week, Monday through Friday from 3-6 PM at the two locations. Hours may vary somewhat based upon the school schedule and activities of the program.

The target number of children to be served in the Southwestern program is **35** children over the course of one year and in the Northern program **24** children. During FY 2013 the Lansdowne program served 109 children and Timonium served the 88 children. The contract requires the vendor to tailor activities to capture the interest of children and meet the specific needs of the children and their families. Types of services, which are provided at each site, are listed below:

Educational Assistance Programs include homework assistance and tutoring. Educational enhancement may also be offered if they are children who express an interest in receiving this service.

Individual and Group Therapy is provided to all children who regularly participate in the program. Family therapy is available as needed, before, during and after scheduled program hours.

Parent Participation Ongoing collaboration with and involvement of the family is a key element of the program. Services are delivered in a child centered and family focused manner. The vendor is required to develop activities in conjunction with the families to encourage parental involvement. Family therapy is available during evening hours, as needed.

Case Management services are provided to participating children and families.

Rehabilitation Activities: self-care, skills social skills, group and self- directed leisure activities, and working with the child to develop an activity schedule including weekend and vacation plans.

**PURPOSE**

HHS/BBH has received grant funding from the Maryland Department of Health and Mental Hygiene Administration, Mental Hygiene Administration to provide Therapeutic Afterschool School services. This agreement is being amended to add an additional year while a new Request For Proposal is initiated for these services.

**FISCAL**

The amount of the agreement with Associated Catholic Charities is \$145,712 for one year.

Provided by: Department of Health and Human  
Services

FM-16 (Contract)

Council District(s) All

**Department of Health and Human Services**

**Intensive Community Transition Beds & Rehabilitation Services**

The Administration is requesting approval of a contract with Mosaic Community Services, Inc. to provide intensive community transition beds and residential rehabilitation services for adult County residents upon discharge from a State psychiatric hospital. The contract commences July 1, 2014, continues through July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for five additional 1-year periods. The contract states that compensation may not exceed \$247,950 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the state grant funds appropriated for these services. Estimated compensation totals \$1,487,770 for the entire 6-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2015</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b>	--	--	<sup>(1)</sup> Maryland Department of Health and Mental Hygiene, Mental Health Administration funds. <sup>(2)</sup> Maximum compensation for FY 2015. <sup>(3)</sup> Estimated compensation over the entire 6-year term, including the renewal periods, assuming the same level of appropriation each year. Compensation for the renewal periods is limited to the amount of grant funds appropriated.
<b>State</b> <sup>(1)</sup>	\$ 247,950	\$ 1,487,770	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	<u>\$ 247,950</u> <sup>(2)</sup>	<u>\$ 1,487,770</u> <sup>(3)</sup>	

**Analysis**

Mosaic Community Services, Inc. will provide 24 hours-per-day, 7 days-per-week on-site supervision in a Residential Rehabilitation Program (RRP) at an intensive level of support to

County adults with complex mental health illnesses and other secondary needs who have been discharged directly from a State psychiatric hospital. The contractor will provide seven beds for these services at two existing group homes on the grounds of Sheppard Pratt Hospital. The contractor will manage and coordinate any needed transition services for clients in addition to managing all medical and psychiatric needs. The contractor will employ 3.15 full-time equivalent employees including a nurse, service coordinator, residential counselor, and nurse practitioner. The Department expects that the contractor will serve seven unduplicated adults annually.

The contract commences July 1, 2014, continues through July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for five additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract states that compensation may not exceed \$247,950 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the state grant funds appropriated for these services. Estimated compensation totals \$1,487,770 over the entire 6-year term, including the renewal periods, assuming the same level of appropriation each year. The County may terminate the agreement by providing 30 days prior written notice.

The Department advised that previously the State provided funding for this contract to the Baltimore City Core Service Agency, and at the request of the Maryland Department of Health and Mental Hygiene, Mental Hygiene Administration, future contract funding is being managed by Baltimore County. The Department also advised that, because existing clients currently are receiving specialized program services provided by the contractor and could be harmed by a disruption in such services, the County awarded the contract on a non-competitive basis to ensure the clients' continuity of care.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## EXECUTIVE SUMMARY

### Mosaic Community Services, Inc. - 070714

Baltimore County Health and Human Services to enter into a new Agreement with Mosaic Community Services, Inc. to provide intensive community transition beds and residential rehabilitation services to Baltimore County adults, who are discharged directly from a state hospital to the provider.

Funding for these services is available through a grant from the State of Maryland Department of Health and Mental Hygiene (DHMH), Mental Hygiene Administration (MHA) allocated to the Department of Health and Human Services, Bureau of Behavioral Health.

The initial term of the Agreement is July 1, 2014 through June, 30 2015, with five (5) - one (1) year renewals. Compensation for the initial term is \$247,950 and \$1,487,770 for the life of the contract. It is expected that approximately 7 unduplicated adults will be served annually.

### BACKGROUND

The State of Maryland, Department of Mental Health and Hygiene, Mental Hygiene Administration will annually fund Baltimore County, Department of Health, Bureau of Behavioral Health to reimburse this sub vendor to provide the necessary community based support and care. Funds were initially provided to Baltimore City Core Service Agency, and at the request of the Mental Hygiene Administration; the funds to support the program are being transferred to the County to manage. The compensation is \$247,950 each year for the services provided.

The existing Agreement was established to provide intensive Residential Rehabilitation Program (RRP) services to seven (7) individuals with complex mental health and other secondary diagnosis, who are discharged directly from a state hospital to the provider.

Through the Agreement, Mosaic Community Services will operate seven (7) new RRP intensive level beds and associated services for individuals with complex mental health and other secondary needs. Services shall be located within two existing group homes in order to provide more intensive supervision and support than ordinarily available in the RRP level of care. Services will be available on site 24 hours a day, 7 days a week, and 365 days a year. The Program will serve seven (7) individuals at any given time, who are new consumers to be transitioned to the community from a state psychiatric hospital. As the initial existing Mosaic RRP residents to be served through this project are transitioned to lower levels of care, these services are reserved exclusively for individuals transitioning directly from state psychiatric hospitals.

The program will regularly evaluate the individual clinical needs of individuals served in this high intensity program, including the development and implementation of individualized transition plans to facilitate their transition to lower levels of care. When vacancies occur in any of these 7 beds, services through this contract will be provided to other individuals with complex needs discharged directly from a state psychiatric hospital. Mosaic will provide and coordinate transition services to individuals residing in state hospitals to facilitate their timely discharge and transition to the community.

In addition to the current staffing of the RRP program, the program will hire additional staff to meet the specialized needs of the individuals served through this contract.

**PURPOSE**

HHS/BBH has received grant funding from the Maryland Department of Health and Mental Hygiene Administration, Mental Hygiene Administration to provide intensive community transition beds and residential rehabilitation program intensive expansion services.

**FISCAL**

The amount of the agreement with Mosaic Community Services, Inc. is \$247,950 per year and \$1,487,770 for the life of the contract

Prepared by: Department of Health and  
Human Services

FM-17 (Contract)

Council District(s) All

**Department of Health and Human Services**

**Services to Discharged Psychiatric Patients**

The Administration is requesting approval of a contract with Prologue, Inc. to provide on-site supervision in a Residential Rehabilitation Program (RRP) for up to three adult County residents at a time. The contract commences July 1, 2014, continues until July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for five additional 1-year periods. The contract states that compensation may not exceed \$63,620 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the state grant funds appropriated for these services. Estimated compensation totals \$381,720 for the entire 6-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2015</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b>	--	--	<sup>(1)</sup> Maryland Department of Health and Mental Hygiene, Mental Hygiene Administration funds. <sup>(2)</sup> Maximum compensation for FY 2015. <sup>(3)</sup> Estimated compensation for the entire 6-year term, including the renewal periods, assuming the same level of appropriation each year. Compensation for the renewal periods is limited to the amount of grant funds appropriated.
<b>State</b> <sup>(1)</sup>	\$ 63,620	\$ 381,720	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	<u>\$ 63,620</u> <sup>(2)</sup>	<u>\$ 381,720</u> <sup>(3)</sup>	

**Analysis**

Prologue, Inc. will provide 24 hours-per-day, 7 days-per-week on-site supervision in a Residential Rehabilitation Program (RRP) for up to three County adults at a time with complex mental health illnesses who have been discharged directly from a State psychiatric hospital. In

---

addition to the residential services, individuals will participate in the contractor's psychiatric rehabilitation program and receive outpatient mental health treatment services. The contractor will manage and coordinate any needed transition services for clients in addition to managing all medical and psychiatric needs. The contractor will employ 1.5 full-time equivalent employees (FTE), which will consist of 6 staff members working varied schedules who have experience in managing medical and psychiatric needs, including peer support services. The Department expects the contractor will serve three unduplicated adults annually.

The contract commences July 1, 2014, continues until July 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for five additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract states that compensation may not exceed \$63,620 for FY 2015 and that total compensation for each subsequent fiscal year may not exceed the state grant funds appropriated for these services. Estimated compensation totals \$381,720 over the entire 6-year term, including the renewal periods, assuming the same level of appropriation each year. The County may terminate the agreement by providing 30 days prior written notice.

The Department advised that previously the State has provided funding for this contract to the Anne Arundel County Core Service Agency, and at the request of the Maryland Department of Health and Mental Hygiene, Mental Hygiene Administration, future contract funding is being managed by Baltimore County. The Department also advised that, because three existing clients currently are receiving specialized program services provided by the contractor and could be harmed by a disruption in such services, the County awarded the contract on a non-competitive basis to ensure the clients' continuity of care.

Presently, the County has three other contracts with Prologue, Inc., including two for recovery services in Pikesville and one for homeless outreach.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

**EXECUTIVE SUMMARY**

**Prologue, Inc. - 0707014**

Baltimore County Health and Human Services seeks to enter into an Agreement with Prologue, Inc. to provide services to Baltimore County adults, who are being discharged from a state psychiatric hospital.

Funding for these services is available through a grant from the State of Maryland Department of Health and Mental Hygiene (DHMH), Mental Hygiene Administration (MHA) allocated to the Department of Health, Bureau of Behavioral Health.

The initial term of the Agreement is July 1, 2014 through June, 30 2015, with five (5) - one (1) year renewals. It is expected that approximately three unduplicated adults will be served annually. The compensation is \$63,620 each year for the services provided and \$381,720 for the life of the contract.

**BACKGROUND**

Baltimore County Department of Health and Human Services, Bureau of Behavioral Health is requesting approval to enter into a new Agreement with Prologue, Inc. to provide on-site supervision in a Residential Rehabilitation Program (RRP) at the intensive level for three (3) individuals living in the program.

The State of Maryland, Department of Mental Health and Hygiene, Mental Hygiene Administration will annually fund Baltimore County, Department of Health, Bureau of Behavioral Health to reimburse this sub vendor to provide the necessary community based support and care. Funds were initially provided to the Anne Arundel County Core Service Agency, and at the request of the Mental Hygiene Administration; the funds to the support the program are being transferred to the County to manage.

The existing Agreement was established to provide intensive RRP services to three individuals with a complex mental health diagnosis, and who were discharged directly from a state hospital to the provider. Services for the Prologue Housing Initiative include:

- Provide 24/7 on-site supervision in a Residential Rehabilitation Program (RRP) at an intensive level of support for three (3) individuals discharged directly from a state hospital.
- Provide and coordinate any needed transition services for three patients to be discharged.
- In addition to providing RRP intensive services, employ 1.5 Full Time Employees (FTE) additional direct service staff who have experience in managing medical and psychiatric needs, including peer support services.

#### **PURPOSE**

HHS/BBH has received grant funding from the Maryland Department of Health and Mental Hygiene Administration, Mental Hygiene Administration to provide on-site services to individuals in an existing Residential Rehabilitation Program (RRP) in order to be discharged to the community with supports from a state psychiatric hospital. In addition to residential services, individuals will participate in Prologue's psychiatric rehabilitation program and receive outpatient mental health treatment services.

#### **FISCAL**

The amount of the agreement with Prologue, Inc. is \$63,620 per year. Total compensation for the life of the contract is \$381,720.

Prepared by: Department of Health and Human  
Services

**FM-9 (Contract)**

**Council District(s) All**

**Fire Department**

**Maintenance and Repair of Medic Unit Equipment**

The Administration is requesting approval of a contract with Pro-Fix Medical Repair and Sales, LLC d/b/a EMSAR-Mid Atlantic to provide preventative maintenance and repair services for transport cots and stair chairs used on the County’s career and volunteer medic units. The contract commenced January 1, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through December 31, 2014, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. The contract does not specify a maximum compensation for the initial 1-year term. Estimated compensation for the initial term totals \$35,000. Compensation may not exceed \$200,000 for the entire 5-year and 3-month term, including the renewal and extension periods.

**Fiscal Summary**

<b>Funding Source</b>	<b>Initial Term</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 35,000	\$ 200,000	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Estimated compensation for the initial 1-year term. The contract does not specify a maximum compensation for the initial 1-year term. <sup>(3)</sup> Maximum compensation for the entire 5-year and 3-month term, including the renewal and extension periods.
<b>State</b>	--	--	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	<u>\$ 35,000</u> <sup>(2)</sup>	<u>\$ 200,000</u> <sup>(3)</sup>	

**Analysis**

The County’s career and volunteer medic units use transport cots and stair chairs manufactured by Ferno-Washington, Inc. and Stryker Medical to provide emergency medical services to

County residents. The contractor will provide annual preventative maintenance for this equipment as well as additional repair services on an as-needed basis to ensure that the equipment remains in good working condition.

The hourly rate for labor for maintenance and repair services (not including preventative maintenance) is \$85. Unit prices for preventative maintenance are \$42.50 for stair chairs and \$85 for transport cots. The contractor provides a 10% discount off the manufacturer's list price for all parts.

The contract commenced January 1, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through December 31, 2014, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term. Estimated compensation for the initial term totals \$35,000. Compensation may not exceed \$200,000 for the entire 5-year and 3-month term, including the renewal and extension periods. The Department advised that costs totaling \$17,019 have been incurred since the commencement of the contract. The Department further advised that the County will cover the cost of the preventative maintenance for the volunteer fire companies' transport cots and stair chairs; however, each volunteer fire company will pay for its own repairs.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

Pro-Fix is the only authorized provider of parts and service for Ferno-Washington, Inc. equipment in the area. In addition, Pro-Fix is one of three authorized providers of parts and service for Stryker Medical equipment in the area, and the vendor supplying the County's new ambulances has selected Pro-Fix to maintain the Stryker equipment on its ambulances. The Department prefers to keep the scheduling of all maintenance and repair requests for this equipment with one vendor. Therefore, the County awarded the contract on a sole-source basis

for maintenance and repairs to Ferno-Washington, Inc. equipment and is designating under Section 902(f) of the County Charter the maintenance and repairs for Stryker Medical equipment as a procurement secured in the best interest of the County. County Charter, Section 902(f), states that when competitive “bidding is not appropriate, a contract shall be awarded only by competitive negotiations, unless such negotiations are not feasible. When neither competitive bidding nor competitive negotiations are feasible, contracts may be awarded by noncompetitive negotiations.”

Pro-Fix Medical Repair and Sales, LLC has been providing maintenance and repair services for the County’s transport cots and stair chairs since 2000. In CY 2013, Pro-Fix provided maintenance and repair services valued at \$32,219. MB-1(a) on this agenda notifies the Council of services provided by Pro-Fix in excess of \$25,000 in CY 2013 that were not competitively bid.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....” As previously mentioned, in CY 2013 the contractor provided services in excess of \$25,000. We believe this situation may constitute a violation of the aforementioned section of the County Charter.

**FM-10 (Contract)**

**Council District(s)   7**

**Department of Planning**

**Lead Abatement and Paint Services – Battle Acre Park**

The Administration is requesting approval of a contract with Manolis Painting Company to provide lead abatement and painting services for a historic wrought iron fence surrounding Battle Acre Park in Dundalk. The contract commenced June 23, 2014, continues until October 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract may be extended an additional 30 days and compensation may not exceed \$83,400 for the entire approximate 5-month term, including the extension period. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b>	--	<sup>(1)</sup> Maryland Department of General Services grant funds. <sup>(2)</sup> U.S. Department of Housing and Urban Development, Community Development Block Grant funds. <sup>(3)</sup> Maximum compensation over the approximate 5-month term, including the extension period.
<b>State</b> <sup>(1)</sup>	\$ 43,400	
<b>Federal</b> <sup>(2)</sup>	40,000	
<b>Other</b>	--	
<b>Total</b>	\$ 83,400 <sup>(3)</sup>	

**Analysis**

The contractor will provide all labor, supervision, tools, equipment, materials, fuel, water, environmental protections, site cleanup, soil sampling, and incidentals necessary to remove lead paint from and subsequently repaint the historic 800-foot wrought iron fence that surrounds Battle Acre Park. The contractor will employ a dustless vapor blasting technique to remove the lead paint and will dispose of hazardous waste (paint chips and water) properly. Prior to the commencement of comprehensive work, the contractor will apply a test treatment of this paint removal technique to an approximately 6-foot section of the fence and foundation stone in order

to confirm that the proposed treatment is acceptable to the County. This project is one component of a multi-faceted restoration and repair of Battle Acre Park that is being completed as part of the bicentennial celebration of the Battle of North Point. This restoration work is funded in part by a \$250,000 grant awarded by the Maryland General Assembly.

The contract commenced June 23, 2014, continues until October 31, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract may be extended an additional 30 days on the same terms and conditions and compensation may not exceed \$83,400 for the entire approximate 5-month term, including the extension period. The County may terminate the agreement by providing 30 days prior written notice.

The Office of Budget and Finance, Purchasing Division advised that the contract was awarded through competitive negotiations since the County did not receive any responses to its initial request for bid. The Purchasing Division further advised that the County reached out to a number of local firms, and Manolis Painting was the only firm to respond with a bid for the entire project.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

EXECUTIVE SUMMARY  
MANOLIS PAINTING COMPANY CONTRACT

The County seeks to retain the services of Manolis Painting Company to remove lead paint and then apply fresh coats of primer and paint to the wrought iron fence at Battle Acre Park, 3115 North Point Road. The iron fence at Battle Acre Park is at least 100 years old and is coated in lead paint that is now severely degraded and eroded, offering little to no protection to the historic iron material. Many segments of the fence are severely rusted. The fence measures 800 linear feet that surrounds the park.

The treatment by Manolis Painting will employ a vapor blasting technique to remove the lead paint, taking the fence to bare metal. Vapor blasting is a cleaning method that uses a mix of water and sand to achieve a desirable profile for the adhesion of new coats of paint. The vapor blasting method produces no visible emissions and minimal waste. Proscribed lead abatement practices will be followed and have been identified in the contractor's bid proposal.

Fresh coats: primer coat of Sherwin Williams Galvapak Zinc moisture cure; stripe coat Sherwin Williams Galvapak zinc with color tint; intermediate coat of SW 646 macropoxy; finish coat of Acralon Urethane Epoxy finish color black.

The work to be completed by Manolis is one component of a multi-faceted restoration and repair of Battle Acre Park, a historic site that commemorates the Battle of North Point, which took place on Sept. 12, 1814, during the War of 1812.

**FM-11 (Contract)**

**Council District(s) All**

**Department of Planning**

**Lead Hazard Risk Assessments**

The Administration is requesting approval of a contract with Arc Environmental, Inc. to perform lead hazard risk assessments on behalf of the County. The contract commences July 1, 2014, continues for 1 year, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. Compensation may not exceed \$171,240 for the entire 5-year and 3-month term, including the renewal and extension periods.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b>	--	<sup>(1)</sup> U.S. Department of Housing and Urban Development funds.
<b>State</b>	--	
<b>Federal</b> <sup>(1)</sup>	\$ 171,240	<sup>(2)</sup> Maximum compensation for the entire 5-year and 3-month term, including the renewal and extension periods.
<b>Other</b>	--	
<b>Total</b>	<u>\$ 171,240</u> <sup>(2)</sup>	

**Analysis**

The contractor will perform approximately 100 lead hazard risk assessments on pre-1978 vacant, rental, and owner-occupied rowhome and single-family properties located in the County's Neighborhood Improvement Areas (formerly known as Community Conservation Areas). To qualify for a risk assessment, the household income of homeowners or tenants must be at or below 80% of the Area Median Income (i.e., at or below \$64,400 for a family of four). In 90% of the owner-occupied units receiving assistance from this program, a pregnant woman or a child under age 6 must reside in or spend a significant amount of time in the residence. In

---

rental properties, a child under age 6 must reside in the rental unit, or the unit must be suitable for a family with children, and the owner must agree to prioritize renting the property, once vacant, to a family with a child under age 6 for the next 3 years. Homeowners are made aware of the program by the Department's marketing and referral efforts.

After an application is received from the homeowner (or a tenant and landlord for a rental property) and approved by the County, the contractor will identify the presence of and recommend how to remediate or abate lead paint and lead hazards on the property. Based on the reports submitted by the contractor, the County will generate a scope of work for each property. The homeowner is responsible for obtaining bids from three certified contractors to complete the work; the County reviews the bids for accuracy and averages the bids to find a total cost. The homeowner is permitted to select any of the three contractors whose bid does not exceed 10% above the average cost. Once the work is completed and subsequently verified by the County, the contractor may request payment from the County.

The Department advised that two of its employees are certified as risk assessors and act as backup assessors to the contractor as workload necessitates. The Department further advised that as of June 12, 2014, 633 risk assessments have been completed since the inception of the Lead Safe Baltimore County program in July 2010.

The contract commences July 1, 2014, continues for 1 year, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial term. Compensation may not exceed \$171,240 for the entire 5-year and 3-month term, including the renewal and extension periods. Unit prices range from \$4 to \$225 per task depending on the type of service (e.g., lab testing of dust and soil samples, performance of risk assessment).

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The Department advised that the contract was awarded through a competitive procurement process based on low bid from 7 bids received.

On November 5, 2012, the Council approved a 14-month contract not to exceed \$38,000 with KCI Technologies, Inc. to perform lead hazard risk assessments. On November 18, 2013, the Council approved an amendment to the contract, extending the contract term by 9 months and increasing the maximum compensation by \$19,000 to \$57,000. The Department advised that as of June 11, 2014, expenditures for this contract totaled \$53,666.

On August 5, 2013, the Council approved two 5-year and 3-month contracts, one with Arc Environmental, Inc. not to exceed \$412,600 and one with Global Consulting, Inc. not to exceed \$415,438, to provide on-call industrial hygienist services for various County-owned and/or operated facilities.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

**FM-20 (Contract)**

**Council District(s) All**

**Department of Corrections**

**Labor, Materials and Maintenance – DOC Kitchen Equipment**

The Administration is requesting approval of a contract with The Electric Motor Repair Company (EMR) to provide preventive maintenance and repair services for the Department of Correction’s kitchen equipment. The contract commences July 1, 2014, continues until September 30, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for four additional 1-year periods. The contract does not specify a maximum compensation for the initial 1-year term. Estimated compensation for the initial term totals \$30,000. Compensation may not exceed \$200,000 for the entire 5-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Initial Term</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 30,000	\$ 200,000	<sup>(1)</sup> General Fund Operating Budget.
<b>State</b>	--	--	<sup>(2)</sup> Estimated compensation for the initial 1-year term. The contract does not specify a maximum compensation for the initial 1-year term.
<b>Federal</b>	--	--	<sup>(3)</sup> Maximum compensation for the entire 5-year term, including the renewal periods.
<b>Other</b>	--	--	
<b>Total</b>	<u>\$ 30,000</u> <sup>(2)</sup>	<u>\$ 200,000</u> <sup>(3)</sup>	

**Analysis**

The Department provides three meals per day with continuous use of its kitchen equipment located at the Baltimore County Detention Center and Annex (Kenilworth Drive) and the new jail expansion (Bosley Avenue). The contractor will provide all labor, materials, tools, equipment, and supervision for repairs to the Department’s kitchen equipment and will perform quarterly preventive maintenance inspections of the equipment.

The hourly labor rate for repairs is \$86 (for both regular and overtime); the rate for quarterly preventive maintenance services is \$690 per inspection for all kitchen equipment. The contractor's mark-up on materials is 50%.

The contract commences July 1, 2014, continues until September 30, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through June 30, 2015, and will automatically renew for four additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term. Estimated compensation for the initial term totals \$30,000. Compensation may not exceed \$200,000 for the entire 5-year term, including the renewal periods.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process based on low bid. The Department advised that EMR was the only bidder.

On December 3, 2012, the Council approved an approximate 2-year contract not to exceed \$75,000 with EMR that expires June 30, 2014 for the same services. The Department advised expenditures as of April 30, 2014 totaled \$54,777 under this contract.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

**DEPARTMENT OF CORRECTIONS  
EXECUTIVE SUMMARY  
FOR  
KITCHEN EQUIPMENT REPAIRS**

In general, the scope of this contract shall be to furnish all labor, materials, tools, equipment and supervision for repairs to the Department of Corrections kitchen equipment. Also, the vendor will provide quarterly preventive maintenance.

Repairs to the kitchen equipment is vital to the daily operation of the food services provided by the contracted vendor and the Department's Dietary staff. The Department prepares (3) meals per day with continuous use of all kitchen equipment.

The contract was awarded to Electric Motor Repair (EMR). The agreement will begin July 1, 2014 and will end September 30, 2014 unless the County Council approves this agreement. In the event the Council approves this agreement, the term shall continue thru June 30, 2015 (the "initial term"). There will be four (4) additional one-year renewal options. Compensation will not exceed \$200,000.00 during the entire term of the agreement including renewals.

Electric Motor Repair is currently providing these services and the Department has expended \$25,606.79 in FY 2013 and \$29,170.51 (thru 4/30/14) in FY 2014 totaling \$54,777.30.

**FM-21 (Contract)**

**Council District(s) All**

**Department of Corrections**

**Home Monitoring and Equipment Services – Home Detention**

The Administration is requesting approval of a contract with Sentinel Offender Services, LLC to provide electronic monitoring devices and related services (maintenance and training) for inmates in the Home Detention Program. The contract commenced on May 20, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through December 31, 2016 and will automatically renew for seven additional 1-year periods. The contract does not specify a maximum compensation for the initial approximate 2-year and 7-month term. Compensation may not exceed \$735,500 for the entire approximate 9-year and 7-month term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 735,500	<sup>(1)</sup> Commissary Account.
<b>State</b>	--	<sup>(2)</sup> Maximum compensation for the entire approximate 9-year and 7-month term, including the renewal periods. The contract does not specify a maximum compensation for the initial approximate 2-year and 7-month term.
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 735,500</u> <sup>(2)</sup>	

**Analysis**

The contractor will lease electronic monitoring devices to the County and provide related services (maintenance and training) for the supervision of court-ordered pre-trial detainees and eligible inmates in the Home Detention Program. The Department advised that leasing the devices, rather than owning them, ensures access to the most up-to-date equipment. The leased equipment, which will include GPS and non-GPS enabled devices, can be accessed

---

remotely via the Internet, enabling the Department's staff to monitor offenders and resolve alerts, which are triggered when an inmate moves outside of his or her approved area or tampers with the device, without returning to the Detention Center. The devices do not require a dedicated phone line, enabling the Department to enroll offenders in the program who do not have access to landlines (devices can be accessed through cable lines, cell phones, etc.). The Home Detention Program averages approximately 35 participants per month.

The contract commenced May 20, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through December 31, 2016 and will automatically renew for seven additional 1-year periods on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial approximate 2-year and 7-month term. Compensation may not exceed \$735,500 for the entire approximate 9-year and 7-month term, including the renewal periods. The Department estimates that services valued at approximately \$10,800 will be provided under this contract prior to the Council's July 7, 2014 meeting. The County may terminate the agreement by providing 30 days prior written notice.

This contract was awarded as a piggyback of a competitively bid contract awarded by the State of Washington on behalf of the WSCA-NASPO Cooperative Purchasing Organization in June 2013. The Department advised that the State of Washington selected the contractor based on the lowest responsible and responsive bid. The contract allows for price adjustments at the discretion of the State of Washington; however, the Office of Budget and Finance, Purchasing Division advised that it does not anticipate any significant price adjustments.

On December 6, 2010, the Council approved an approximate 3-year and 8-month contract not to exceed \$500,000 with G4S Justice Services, LLC (acquired by Sentinel Offender Services, LLC effective April 27, 2012) for similar services. The Department advised that as of April 30, 2014, \$229,683 had been expended under this prior contract. The Department further advised that the proposed contract commenced on May 20, 2014 to ensure that services were not interrupted.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

**DEPARTMENT OF CORRECTIONS  
EXECUTIVE SUMMARY  
FOR  
HOME DETENTION MONITORING EQUIPMENT**

The Department of Corrections is requesting Council approval for a contract with Sentinel Offender Services, LLC to provide electronic monitoring devices for inmates on the Home Detention Program. This equipment with Sentinel has the following advantages:

- Equipment will be leased enabling the Department to obtain most up to date equipment
- Offender fees will cover costs of leasing
- No server needed for monitoring. Monitoring system is web-based and can be accessed remotely by staff. Alerts can be cleared without having to return to office
- Equipment will allow for use by offenders without "landlines"
- GPS can be used to monitor those offenders that require special supervision
- The Department does not need to store product or provide maintenance
- Equipment will not require a dedicated phone line enabling the Department to monitor offenders in the hospital or in nursing care

The Department of Corrections will be piggybacking a current contract with Sentinel thru the cooperative purchasing organization administered by the State of Washington. The initial term of the contract will be 5/20/14 thru 7/7/14. If approved by Council, the initial term will be extended to 12/31/16. There are seven (7) one-year renewal options. Total compensation amount including all renewals will not exceed \$735,500.00.

Sentinel Offender Services is currently providing these services since 12/6/10. Since the start of this contract the Department has expended \$222,861.84 thru March 31, 2014.

229,683 April 30,

Prepared by: Department of Corrections

FM-22 (Contract)

Council District(s) 5

**Department of Permits, Approvals and Inspections**

**5017 Hornago Road – Perry Hall**

The Administration is requesting approval of a contract to acquire property totaling 0.152 acre for \$7,500 to extend the Hornago Avenue sanitary sewer to five properties with failing septic systems in Perry Hall. Weslie John Hinegardner, Jr. currently owns the property, which is located at 5017 Hornago Avenue. The property has dual zoning of DR-3.5H (Density Residential, Honeygo Overlay District – 3.5 dwelling units/acre with specific setback requirements) and DR-2H (Density Residential, Honeygo Overlay District – 2 dwelling units/acre with additional design standards). The acquisition will be used for drainage and utility easement and temporary construction areas. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Purchase Price</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 7,500	<sup>(1)</sup> Capital Projects Fund (Metropolitan District).
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 7,500</u>	

**Analysis**

David B. Johns, staff appraiser, completed an appraisal of the property in April 2013, recommending a value of \$5,293. After review and analysis, S. David Nantz, review appraiser, concurred with the appraisal and recommended the respective amount as just compensation for the acquisition. The Department of Permits, Approvals and Inspections – Real Estate Compliance Division advised that the property owner made a counteroffer of \$7,500, which the County accepted.

The 0.152-acre property to be acquired is part of a 1.45-acre lot that is residentially improved with a detached, rancher style dwelling. The purchase price of \$7,500 includes \$1,000 for the adverse impact on the landscaping.

The Hornago sanitary sewer extension project will extend the sanitary sewer to five properties with failing septic systems. Three properties are located on Hornago Avenue and two properties are located on Cowenton Avenue. The Department advised that two of the five property acquisitions require Council approval; following approval of this acquisition, no further acquisitions require Council approval.

Estimated project costs total \$345,000, including \$300,000 for construction. As of June 9, 2014, \$14,031 has been expended/encumbered for this project, excluding the cost of this acquisition. The Department advised that construction began May 25, 2014 and is expected to be completed by December 23, 2014.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

EXECUTIVE SUMMARY

PROGRAM TITLE:	Hornago Avenue Sewer
PROJECT NO.:	201-0002-1231
FISCAL MATTER:	Contract of Sale
PROPERTY OWNER:	Weslie John Hinegardner, Jr.
PROPERTY INTEREST TO BE ACQUIRED:	Drainage & Utility Easement Area containing 0.092 acre (4,000 sq. ft.) +/- Temporary Construction area containing 0.060 acre (2,595 sq. ft.) +/-
LOCATION:	5017 Hornago Avenue Perry Hall, Maryland 21128
CONSIDERATION	\$7,500.00
PURPOSE OF PROJECT:	To acquire a portion of a parcel of land and necessary easements to extend sanitary sewer to 5 properties with failing septic systems.
LIMITS OF PROJECT:	Three properties on Hornago Avenue and 2 properties on Cowenton Avenue

Prepared by: Department of Permits, Approvals & Inspections

FM-23 (Contract)

Council District(s) 3

**Department of Permits, Approvals and Inspections**

**1600 Hicks Road – White Hall**

The Administration is requesting approval to acquire a perpetual conservation easement on 52.414 acres of land for \$293,177 under the Gunpowder Rural Legacy Program. The County's share of the cost is \$170,550 and the State's share is \$122,627. Dennis Stark currently owns the property, which is located at 1600 Hicks Road in White Hall. The property is zoned RC-7 (Resource Conservation – Resource Preservation) to protect cultural, historical, recreational, and environmental resources. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Purchase Price</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 170,550	<sup>(1)</sup> Capital Projects Fund – Gunpowder Rural Legacy Program. <sup>(2)</sup> Department of Natural Resources grant funds passed through Gunpowder Valley Conservancy, Inc. to the property owner.
<b>State</b> <sup>(2)</sup>	122,627	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 293,177</u>	

**Analysis**

The Gunpowder Rural Legacy Program is part of the County's Rural Legacy Program, which was established to counteract the effects of sprawl development and to enhance natural resources, agricultural, forestry, and environmental protection while maintaining the viability of resource-based land usage. The Gunpowder Rural Legacy Area is one of the County's five rural legacy areas. The use of this property will be subject to a deed of conservation easement to be granted to the County and Gunpowder Valley Conservancy, Inc. Since the State is providing a portion of the funding for the purchase, it is named as a third-party beneficiary under

the deed. The easement restricts the use of the property to rural and open space purposes, allowing uses for farming, horticulture, forestry, and other types of agriculture. Subdivision for residential and commercial purposes is not permitted. The deed restricts future construction to one primary residence, related structures (e.g., detached garage, swimming pool), and non-residential structures associated with agricultural uses of the property. The deed also permits certain commercial activities and uses that are agricultural-related.

The property to be acquired consists of 52.414 acres of woodlands, which includes a portion of the Little Gunpowder Falls River with frontage on the Torrey C. Brown Rail Trail as well as scenic value of significant public benefit along Hicks Road. There are no existing structures on the property. This acquisition will preserve the significant conservation values of the natural, agricultural, forestry, environmental, scenic, cultural, rural, woodland, watershed protection, recreational, and wetland characteristics; maintain viable resource-based land use and proper management of tillable and wooded areas; and prevent the use of development for any purpose or in any manner that would conflict with the maintenance of the property in its open-space condition.

Gunpowder Valley Conservancy, Inc. calculated a value of approximately \$5,593 per acre for the easement using the formula approved by the Maryland Department of Natural Resources. The formula considers factors relating to the quality of the land and its importance relative to preservation efforts (i.e., size, soil productivity, natural resources, development rights, development pressure, location, and contribution to resource-based economy).

The acquisition will add 52.414 acres to the existing 5,789 acres already protected in the Gunpowder Rural Legacy Area. The Department of Planning advised that the total acreage preserved through all land preservation programs in Baltimore County exceeds 62,000 acres; the County's land preservation goal is at least 80,000 acres.

The Annotated Code of Maryland, Natural Resources Article, Title 5, Subtitle 9A establishes a Rural Legacy Program to enhance natural resources, agricultural, forestry, and environmental protection. The Program provides funds to local governments and land trusts to purchase interests in real property, including easements and fee estates located in designated rural legacy areas. In addition, a County Rural Legacy Program was established in February 2000 (Bill 20-00) to designate rural legacy areas, purchase interest in certain areas, and provide for the valuation of property.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

EXECUTIVE SUMMARY

PROGRAM TITLE: Agricultural Preservation

PROJECT NO.: 248-217-0002-A005

FISCAL MATTER: Contract of Sale

SELLERS: Dennis Stark

PROPERTY INTEREST TO BE ACQUIRED: 2,283,154 sq. ft.

LOCATION: 1600 Hicks Road  
White Hall, MD 21161

PURCHASE PRICE: \$293,176.60 of which \$122,627.10 will be paid to the property owner by Gunpowder Valley Conservancy through grant received from the Department of Natural Resources.

IMPROVEMENTS AFFECTED BY ACQUISITION: None

PURPOSE OF PROJECT: To acquire an agricultural easement for the protection of farmland through the County Agricultural Land Preservation Program.

LIMITS OF PROJECT: Gunpowder Rural Legacy

Prepared by: Department of Permits, Approvals & Inspections

FMs-24 & 25 (2 Contracts)

Council District(s) 5

**Department of Permits, Approvals and Inspections**

**Cross Road – Perry Hall**

The Administration is requesting approval of two contracts to acquire two properties totaling approximately 0.368 acre for \$20,525 for the widening of Cross Road in Perry Hall. FM-24 is a contract with Isaac Property LLC, for \$7,992, for property identified as “1.12 acres west side of Cross Road” (0.116 acre). FM-25 is a contract with William Henry Dietz, for \$12,533, for property located at 9422 Cross Road (0.252 acre). The properties are zoned DR-3.5H (Density Residential, Honeygo Overlay District – 3.5 dwelling units/acre with specific setback requirements) and will be used for highway widening and temporary construction areas. See Exhibits A & B.

**Fiscal Summary**

<b>Funding Source</b>	<b>Combined Purchase Price</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 20,525	<sup>(1)</sup> Capital Projects Fund.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 20,525</u>	

**Analysis**

The two properties to be acquired are located on Cross Road in Perry Hall. Descriptions of the two acquisitions are as follows:

West Side of Cross Road (FM-24)

The 0.116-acre property to be acquired from Isaac Property LLC is part of an unimproved 1.12-acre parcel.

9422 Cross Road (FM-25)

The 0.252-acre property to be acquired from William Henry Dietz is part of two parcels totaling 2.08 acres that are residentially improved with a detached Cape Cod style dwelling. The purchase price of \$12,533 includes \$1,312 for the loss of a portion of the driveway.

David B. Johns, staff appraiser, completed appraisals of the properties in August 2013, recommending a value of \$7,992 for the 0.116-acre property and \$11,033 for the 0.252-acre property. After review and analysis, S. David Nantz, review appraiser, concurred with both appraisals, recommending the respective amounts as just compensation for the acquisitions. The Department of Permits, Approvals and Inspections – Real Estate Compliance Division advised that the owner of the property on the west side of Cross Road accepted the County's offer of \$7,992. The property owner of 9422 Cross Road rejected the County's offer of \$11,033, and upon further negotiation, the amount of \$12,533 was deemed acceptable to the County. The combined purchase price for the two acquisitions totals \$20,525.

The Department advised that seven acquisitions are needed for this project, six of which require Council approval. These are the first two acquisitions to be considered for Council approval.

The Cross Road project (from Chapel Road to Stoss Road) is identified in the Honeygo Plan as part of the improvements to be put in place as development occurs in the area as a result of the extension of Honeygo Boulevard. Estimated project costs total \$750,000, including \$150,000 for construction. As of June 9, 2014, \$439,632 has been expended/encumbered for this project, excluding the costs of these acquisitions. The Department advised that an anticipated construction date is not currently available.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

EXECUTIVE SUMMARY

PROGRAM TITLE:	Cross Road
PROJECT NO.:	205-0009-B001
FISCAL MATTER:	Contract of Sale
PROPERTY OWNER:	Isaac Property, LLC
PROPERTY INTEREST TO BE ACQUIRED:	Highway Widening Area containing 0.085 acre (3,716 sq. ft.) +/-, of which 0.026 Acre (1,112 sq. ft.) +/- lies in paving  Temporary Construction area containing 0.031 acre (1,353 sq. ft.) +/-
LOCATION:	1.12 acres West Side of Cross Road Perry Hall, Maryland 21128
CONSIDERATION	\$7,992.00
PURPOSE OF PROJECT:	To acquire a portion of a parcel of land and necessary easement for the widening of Cross Road.
LIMITS OF PROJECT:	Chapel Road to Stoss Road

Prepared By: Department of Permits, Approvals &  
Inspections

EXECUTIVE SUMMARY

PROGRAM TITLE: Cross Road

PROJECT NO.: 205-0009-B001

FISCAL MATTER: Contract of Sale

PROPERTY OWNER: William Henry Dietz

PROPERTY INTEREST TO BE ACQUIRED: Highway Widening Area containing 0.145 acre (6,313 sq. ft.) +/-, of which 0.043 Acre (1,891 sq. ft.) +/- lies in paving

Total Temporary Construction area containing 0.099 acre (4,292 sq. ft.) +/-

Temporary Construction and Adjustment area Containing 0.008 (330 sq. ft.) +/-

LOCATION: 9422 Cross Road  
Perry Hall, Maryland 21128

CONSIDERATION \$12,533.00

PURPOSE OF PROJECT: To acquire a portion of a parcel of land and necessary easements for the widening of Cross Road.

LIMITS OF PROJECT: Chapel Road to Stoss Road

Prepared By: Department of Permits, Approvals & Inspections

**FM-26 (Contract)**

**Council District(s)   4**

**Department of Permits, Approvals and Inspections**

**3116 Rolling Road**

The Administration is requesting approval of a contract to acquire property totaling 0.112 acre for \$12,000 to be used for the widening of Rolling Road in Windsor Mill. Jeffrey Alan Bayer, Trustee of the Katherine R. Bayer Living Trust (a/k/a Katherine R. Bayer Irrevocable Trust), currently owns the property, which is located at 3116 Rolling Road. The property is zoned DR-5.5 (Density Residential – 5.5 dwelling units/acre) and will be used for highway widening and various easement areas. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Purchase Price</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 12,000	<sup>(1)</sup> Capital Projects Fund.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 12,000</u>	

**Analysis**

S. David Nantz, staff appraiser, completed an appraisal of the property in September 2013, recommending a value of \$9,446. After review and analysis, David B. Johns, review appraiser, concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Department of Permits, Approvals and Inspections – Real Estate Compliance Division advised that the County reached a negotiated settlement price of \$12,000 with the seller.

The 0.112-acre property to be acquired is part of a 0.465-acre parcel that is residentially improved with a detached, two-story frame dwelling. The purchase price of \$12,000 includes \$300 for the adverse impact on the landscaping.

The Department advised that 129 acquisitions are needed for this project, 83 of which require Council approval. As of June 2, 2014, the Council has approved 35 property acquisitions for this project. The Department also advised that a total of 79 properties still need to be acquired for this project, of which 47 will require Council approval, not including this acquisition.

The widening of Rolling Road consists of two phases: Phase I is from Orchard Avenue to Windsor Mill Road; Phase II is from Orchard Avenue to Liberty Road and Windsor Boulevard to the south side of Windsor Mill Road. Estimated project costs total \$13 million, including \$10 million for construction (\$5 million each for Phases I and II). As of May 28, 2014, \$2,750,269 has been expended/encumbered for this project, excluding the cost of this acquisition. The Department advised that an anticipated construction date is not currently available.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

EXECUTIVE SUMMARY

PROGRAM TITLE: Rolling Road

PROJECT NO.: 205-0232-0009

FISCAL MATTER: Contract of Sale

PROPERTY OWNERS: Jeffrey Alan Bayer, Trustee of the Katherine R. Bayer Living Trust (a/k/a Katherine R. Bayer Irrevocable Trust)

PROPERTY INTERESTS TO BE ACQUIRED: Highway Widening Area containing 0.061 acre (2,672 sq. ft.) +/-, of which 0.007 acre (288 sq. ft.) +/- lies in existing paving

Drainage and Utility Easement Area containing (98 sq. ft.) +/-

Total Temporary Slope Easement Area containing 0.012 acre (514 sq. ft.) +/-

Temporary Construction and Adjustment Area containing (71 sq. ft.) +/-

Temporary Construction Area containing 0.035 acre (1,512 sq. ft.) +/-

LOCATION: 3116 Rolling Road  
Windsor Mill, Maryland 21244

CONSIDERATION \$12,000.00

PURPOSE OF PROJECT: To acquire a portion of a parcel of land and necessary easements for the widening of Rolling Road.

LIMITS OF PROJECT: PHASE I - Orchard Avenue to Windsor Mill Road  
PHASE II – Orchard Avenue to Liberty Road and Windsor Boulevard to Windsor Mill Road

Prepared by: Department of Permits, Approvals &  
Inspections

**FM-27 (Contract)**

**Council District(s) All**

**Department of Environmental Protection and Sustainability**

**On-Call Professional Services - Aquatic Vegetation**

The Administration is requesting approval of a contract with BayLand Consultants & Designers, Inc. to provide on-call consulting services for the design of various waterway dredging projects and submerged aquatic vegetation (SAV) monitoring throughout the County. The contract commenced May 1, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2019, and will automatically renew for two additional 1-year periods. Compensation may not exceed \$700,000 for the entire 7-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 700,000	<sup>(1)</sup> Capital Projects Fund.
<b>State</b>	--	<sup>(2)</sup> Maximum compensation for the entire 7-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 5-year term.
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	\$ 700,000 <sup>(2)</sup>	

**Analysis**

The contractor will provide on-call consulting services for the design of various waterway dredging projects and SAV monitoring throughout the County. Services will include conducting surveys of SAV, including collection, mapping and analysis; conducting bathymetric surveys of tidal waterways; and providing geotechnical services relating to sediment analysis. The Department advised that these services are needed in order to continue the implementation of the County's SAV monitoring program, which monitors SAV data for trends and for compliance

with state and federal permit requirements. Funding for this contract will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned.

The contract commenced May 1, 2014, continues until July 7, 2014, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through April 30, 2019, and will automatically renew for two additional 1-year periods unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 5-year term. Compensation may not exceed \$700,000 for the entire 7-year term, including the renewal periods. The Department advised that SAV surveys have begun for the current spring season and that the County incurred costs totaling \$25,000 under this contract as of June 20, 2014. The Department further advised that no additional expenditures will be incurred unless this contract is approved by the Council. The County may terminate the agreement by providing 30 days prior written notice.

Services will be performed at the engineer's cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits.

The contract stipulates that should work be performed under the September 20, 2005 consent decree, the contractor shall be liable for payment of penalties charged to the County for failure by the contractor to meet or achieve deadlines or requirements. The damages payable are dependent upon the type of project and the length of delay in completing the project. The Department advised that it does not expect to utilize this contractor for consent decree projects; however, the County designs its contracts to provide flexibility should the need arise for consent decree services.

On March 10, 2014, the Professional Services Selection Committee (PSSC) selected the contractor from five submittals based on experience and qualifications.

On June 19, 2006, the Council approved two 7-year contracts not to exceed \$750,000 each, one with BayLand Consultants & Designers, Inc. and one with Andrews Miller and Associates, Inc., to provide similar services. The contracts expired on June 30, 2013. The Department advised that there has been no lapse in SAV monitoring services since these services are primarily performed in the spring/summer months.

The Department advised that previously, SAV monitoring services were included as a small component within larger contracts. However, due to an increase in workload requirements resulting from implementing the Stormwater Remediation Program, the Department decided that these services should be contracted separately with a single contractor.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

**SUBMERGED AQUATIC VEGETATION MONITORING  
PROFESSIONAL SERVICES CONTRACT – BAYLAND CONSULTANTS AND DESIGNERS**

---

**EXECUTIVE SUMMARY**

Approval is requested for a professional services contract with BayLand Consultants and Designers of Hanover, Maryland to provide consulting services for Submerged Aquatic Vegetation (SAV) monitoring for various projects throughout Baltimore County. These services are needed in order to continue to implement Baltimore County's SAV monitoring program. This program monitors SAV data for trends and is used for compliance with State and Federal permit requirements. The Scope of Work for the projects to be completed under this contract will include one or more of the following components:

- Annual survey of submerged aquatic vegetation including collection, mapping and analysis.
- Bathometric survey of tidal waterways
- Geotechnical services relating to sediment analysis

BayLand was selected by the Professional Services Selection Committee (PSSC) on March 10, 2014 for Professional On-Call SAV Services. The five companies that submitted DPW 102 Forms or Federal Standard Forms 255 were ranked based on:

- Staff capabilities and project experience in submerged aquatic vegetation monitoring and analysis
- Staff capabilities and project experience with regard to bathometric, geotechnical and GIS services

The upset limit for this contract is \$700,000.

**FM-28 (2 Contract Amendments)**

**Council District(s) All**

**Department of Environmental Protection and Sustainability**

**Increase Compensation - Stream Restoration Services**

The Administration is requesting amendments to two contracts to provide additional on-call engineering services for stream restoration design, management, and monitoring. The two contractors are Century Engineering, Inc./Whitney, Bailey, Cox and Magnani, LLC – Joint Venture (CEI/WBCM Joint Venture) and McCormick Taylor, Inc. The proposed amendments increase the maximum compensation for each contract by \$1.0 million, from \$1.0 million to \$2.0 million, for a combined amended maximum compensation of \$4.0 million for the entire 7-year term, including the renewal periods. Both contracts commenced in October 2011. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Combined Contract Amendments</b>	<b>Current Combined Maximum Compensation</b>	<b>Combined Amended Maximum Compensation</b>
<b>County</b> <sup>(1)</sup>	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000
<b>State</b>	--	--	--
<b>Federal</b>	--	--	--
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 2,000,000</u> <sup>(2)</sup>	<u>\$ 2,000,000</u>	<u>\$ 4,000,000</u> <sup>(3)</sup>

<sup>(1)</sup> Capital Projects Fund (County Bonds and Stormwater Remediation Fees).

<sup>(2)</sup> Additional compensation for both contractors combined (\$1.0 million each) for the entire 7-year term, including the renewal periods.

<sup>(3)</sup> Maximum compensation for both contractors combined (\$2.0 million each) for the entire 7-year term, including the renewal periods.

---

### Analysis

The contractors provide on-call engineering services for the preparation of stream restoration designs, consultation management, and post-construction monitoring services. These services may include producing designs, drawings, plans, specifications, incidental work reports, calculations, computer programs, technical reports, operating manuals, and other subject data and materials required to complete a project.

The Department advised that the amendments are necessary to meet stream nutrient and sediment reduction goals (NPDES-MS4 Permit/WIP-TMDLs) and to complete the increasing number of stream restoration projects anticipated under the Stormwater Remediation Program. (See Exhibit A for the current and anticipated projects for the contractors.)

On October 3, 2011, the Council approved the original 7-year contracts, along with six other contracts, with compensation not to exceed \$1 million each (\$8 million combined) for the entire term, including the renewals. The proposed amendments increase the maximum compensation for the McCormick Taylor, Inc. and CEI/WBCM Joint Venture contracts by \$1.0 million each, from \$1.0 million to \$2.0 million, for the entire 7-year term. The amendments also incorporate the contractors' supplemental proposals for the additional work, revised insurance certificates, and revised MBE/WBE forms. All other terms and conditions remain unchanged. The County may terminate the agreements by providing 30 days prior written notice. Funding will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned.

Services will be performed at the engineers' cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit are within established County limits.

The contracts stipulate that should work be performed under the September 20, 2005 consent decree, each contractor shall be liable for payment of penalties charged to the County for failure by the contractor to meet or achieve deadlines or requirements. The damages payable are dependent upon the type of project and the length of delay in completing the project. The Department advised that it has not been necessary to utilize these contractors for consent decree projects; however, it decided to build flexibility into the contracts should the need arise.

The Department advised that expenditures/encumbrances as of May 30, 2014 for the eight on-call contractors approved by the Council on October 3, 2011 to perform stream restoration design services are as follows:

Contractor	Contract Total	Expenditures/ Encumbrances as of May 30, 2014	Balance
McCormick Taylor, Inc. *	\$ 1,000,000	\$ 874,424	\$ 125,576
CEI/WCBM Joint Venture *	1,000,000	741,873	258,127
KCI Technologies, Inc.	1,000,000	608,188	391,812
PB Americas, Inc.	1,000,000	596,396	403,604
Gannet Fleming, Inc.	1,000,000	102,178	897,822
Johnson, Mimiran & Thompson, Inc.	1,000,000	0	1,000,000
EA Engineering, Science, and Technology, Inc.	1,000,000	0	1,000,000
Biohabitats, Inc.	1,000,000	0	1,000,000
Total	<u>\$ 8,000,000</u>	<u>\$ 2,923,059</u>	<u>\$ 5,076,941</u>

\* The Department advised that amendments to these contacts are needed to allow for the additional assignment of work according to the required expertise.

On May 11, 2011, the Professional Services Selection Committee (PSSC) selected the 8 engineering firms to perform on-call engineering services from 22 submittals based on qualifications.

In addition to its existing on-call stream restoration design engineering contracts, the County has active contracts with McCormick Taylor, Inc. to provide on-call engineering services for water quality retrofit projects and highway design. The County does not have any other contracts with CEI/WBCM Joint Venture.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

Open Projects and Anticipated New Projects

1. Open Projects:

a. McCormick Taylor & Assocs Inc.: Three open stream restoration projects:

- White Marsh Run at White Marsh Road
- Lower Gunpowder at Proctor
- Herring Run at Overlook.

b. Century Engineering, Inc. - WBCM: Two open stream restoration projects:

- Kelly Branch at Timonium & Dulaney Valley Roads
- Catonsville Pond Stream Restoration & Water Quality Retrofit

2. Pending Project Assignments:

a. McCormick Taylor & Assocs Inc.: Pending project assignment:

- Lower Gunpowder at Seven Courts Stream Restoration.

McCormick Taylor, Inc. completed the Lower Gunpowder Watershed Assessment and Project Identification making the assignment of this job to McCormick Taylor most expeditious.

b. Century Engineering, Inc. – WBCM: Pending project assignment:

- Long Quarter at Shetland Hills Stream Restoration.

The JV team of Century Engineering, Inc. – WBCM has expertise in structural bridge hydraulics required to address the complexities of multiple driveway bridge crossings within the project reach.

**MB-2 (Res. 50-14)****Council District(s)   3**

---

**Mr. Huff**

---

---

**Review of Planned Unit Development – 25 Main Street**

---

Resolution 50-14 approves the review of a proposed planned unit development (PUD) in the 3<sup>rd</sup> Councilmanic District.

Bill 5-10 substantially revised the process for the review and approval of a Planned Unit Development. However, the first step in the process was not changed. As the first step in the review process, an application for a PUD must be submitted to the Council member in whose district the PUD is proposed to be located.

Bill 36-11 further amended the PUD process to require that, after submission of the PUD application to the Council member, the applicant must hold a post-submission community meeting. The applicant must give 3 weeks' notice of the meeting and post the property. Similar to a Community Input Meeting (CIM), notice must be mailed to adjoining property owners and community associations that represent the area; the applicant must provide information about the plan, allow questions and comments; maintain a record and compile minutes; and forward the minutes to the Council member and to the Department of Permits, Approvals and Inspections (PAI). Community residents and organizations may provide written comment to the Council member. The Council member may require the applicant to hold another post-submission meeting.

The applicant must also send copies of the PUD application to PAI; PAI must then transmit copies to the appropriate review agencies, and these agencies must provide a preliminary written evaluation of the PUD proposal to the Council member.

Once these procedures are completed to the satisfaction of the Council member, and if the Council finds that the proposed site is eligible for review, the Council, by adoption of a resolution, may approve the continued review of the PUD, subject to additional advertising and posting requirements. The adopting resolution is introduced only after all of the steps required by Bill 36-11 have been concluded.

In this case, an application was filed by 21-25 Main LLC for approval of a 7.8-acre site at 25 Main Street in Reisterstown to be developed as a general development PUD to be known as 25 Main Street.

The property is currently improved with an office building and commercial center on the front portion of the property and, on the rear portion of the property, smaller structures that have been used over the years for storage, warehousing, and light manufacturing. The applicant proposes to continue the use of the property for commercial, office, and light manufacturing uses and to correct any outstanding compliance issues regarding the current site.

The applicant proposes to upgrade the site by adding building square footage, increasing landscaping and plantings throughout the site, improving the walkability of the site through the addition of sidewalks and crosswalks, and generally improving the appearance of the property.

The applicant proposes a financial contribution of \$10,000 as a capital improvement benefit to be used for capital improvements in support of the "Reisterstown Main Street" effort.

Resolution 50-14 will be forwarded to the Department of Planning and PAI.

MB-3 (Res. 51-14)

Council District(s) All

---

**Mr. Olszewski**

---

---

**Stormwater Remediation Fee**

---

Resolution 51-14 asks the Department of Environmental Protection and Sustainability, in cooperation with the Department of Public Works and other County agencies, to review the application of the Stormwater Remediation Fee to non-residential, non-institutional property, with particular emphasis on the adequacy of the formula for the reduction of fees for such properties.

In 2012, the Maryland General Assembly adopted the Watershed Protection and Restoration Program, which requires certain counties to establish and annually collect a stormwater remediation fee from County property owners. Pursuant to the State mandate, the County Council passed Bill 20-13, which created the Stormwater Management Fund and established the Stormwater Remediation Fee. The statute requires the County Executive to issue an Executive Order annually that, among other things, establishes policies and procedures to reduce any portion of a fee to account for on-site and off-site systems, facilities, services, or activities that reduce the quantity or improve the quality of stormwater discharged from the property. The Executive Order allows for a reduction of the fee for non-residential, non-institutional property, including commercial properties such as office buildings, hotels, and retail establishments, industrial properties such as warehouses and factories; maritime uses; recreational properties; and apartment complexes, if these businesses have provided an on-site or off-site system, facility, service, or activity that reduces the quantity or improves the quality of stormwater discharged from the property.

The Department is asked to review the formula provided in the Executive Order for the reduction of a fee for these businesses in order to determine if the formula accomplishes the objectives of Bill 20-13. The Department's report and recommendations must be sent to the Council by February 1, 2015.

Resolution 51-14 shall take effect from the date of its passage by the County Council.

**MB-4 (Res. 52-14)**

**Council District(s) 7**

---

**Mr. Olszewski**

---

**Review of Planned Unit Development – Merritt Pavilion**

---

Resolution 52-14 approves the review of a proposed planned unit development (PUD) in the 7<sup>th</sup> Councilmanic District.

Bill 5-10 substantially revised the process for the review and approval of a Planned Unit Development. However, the first step in the process was not changed. As the first step in the review process, an application for a PUD must be submitted to the Council member in whose district the PUD is proposed to be located.

Bill 36-11 further amended the PUD process to require that, after submission of the PUD application to the Council member, the applicant must hold a post-submission community meeting. The applicant must give 3 weeks' notice of the meeting and post the property. Similar to a Community Input Meeting (CIM), notice must be mailed to adjoining property owners and community associations that represent the area; the applicant must provide information about the plan, allow questions and comments; maintain a record and compile minutes; and forward the minutes to the Council member and to the Department of Permits, Approvals and Inspections (PAI). Community residents and organizations may provide written comment to the Council member. The Council member may require the applicant to hold another post-submission meeting.

The applicant must also send copies of the PUD application to PAI; PAI must then transmit copies to the appropriate review agencies, and these agencies must provide a preliminary written evaluation of the PUD proposal to the Council member.

Once these procedures are completed to the satisfaction of the Council member, and if the Council finds that the proposed site is eligible for review, the Council, by adoption of a resolution, may approve the continued review of the PUD, subject to additional advertising and posting requirements. The adopting resolution is introduced only after all of the steps required by Bill 36-11 have been concluded.

In this case, an application was filed by Vanguard Commercial Development, Inc. for approval of a 27.43-acre site at 7701 Wise Avenue in Dundalk to be developed as a general development PUD to be known as Merritt Pavilion. The site is the location of the former North Point Government Center. Vanguard was the successful bidder for the project, the Request for Proposal for which expressly provided that the development would be processed as a PUD.

The applicant proposes the development of a retail center, a commercial recreational and arts facility, an amphitheater, and outdoor ball fields.

The resolution approves a modification of the uses for the proposed PUD to permit non-residential uses. However, liquor stores, pawn shops, tattoo or body piercing establishments, massage establishments, adult entertainment businesses, hookah or vapor lounges, bail bondsman businesses, check cashing businesses, stand alone cigarette sales, trucking facilities, or service garages are not permitted.

As a community benefit, the applicant proposes the demolition of the existing commercial recreational and arts facility building and construction of a state-of-the-art commercial recreational and arts facility building at a cost of approximately \$2.2 million, along with the construction of an amphitheater and the renovation of certain ball fields on the site. The capital improvement benefit will consist of the renovation of ball fields and sports courts at Grange Elementary School. A public policy benefit results from the promotion of economic development opportunities by locating the PUD in the North Point Commercial Revitalization District.

Resolution 52-14 will be forward to the Department of Planning and PAI.

**MB-9 (Res. 40-14)****Council District(s) 5**

---

**Mr. Marks**

---

**Review of PUD – DMS Development, LLC – 101 York**

---

Resolution 40-14 approves the review of a proposed Planned Unit Development (PUD) in the 5th Councilmanic District.

Bill 5-10 substantially revised the process for the review and approval of a Planned Unit Development. However, the first step in the process was not changed. As the first step in the review process, an application for a PUD must be submitted to the Council member in whose district the PUD is proposed to be located.

Bill 36-11 further amended the PUD process to require that, after submission of the PUD application to the Council member, the applicant must hold a post-submission community meeting. The applicant must give 3 weeks' notice of the meeting and post the property. Similar to a Community Input Meeting (CIM), notice must be mailed to adjoining property owners and community associations that represent the area; the applicant must provide information about the plan, allow questions and comments; maintain a record and compile minutes; and forward the minutes to the Council member and to the Department of Permits, Approvals and Inspections (PAI). Community residents and organizations may provide written comment to the Council member. The Council member may require the applicant to hold another post-submission meeting.

The applicant must also send copies of the PUD application to PAI; PAI must then transmit copies to the appropriate review agencies, and these agencies must provide a preliminary written evaluation of the PUD proposal to the Council member.

---

Once these procedures are completed to the satisfaction of the Council member, and if the Council finds that the proposed site is eligible for review, the Council, by adoption of a resolution, may approve the continued review of the PUD, subject to additional advertising and posting requirements. The adopting resolution is introduced only after all of the steps required by Bill 36-11 have been concluded.

In this case, an application was filed on October 7, 2013 by DMS Development, LLC for approval of a 2.74-acre site located on York Road, south of Downtown Towson and just north of Burke Avenue, to be developed as a general development PUD to be known as "101 York."

The applicant proposes to redevelop the property with a mixed residential (dormitory) and commercial project containing 611 beds, 495 parking spaces, and approximately 10,000 square feet of commercial space, and provides for two means of access – one via York Road and one via an easement to Burke Avenue.

The applicant proposes several statutorily required community benefits, including a land use benefit via the use of a higher quality architectural design and higher quality building materials; a capital improvement benefit in the form of a \$55,000 financial contribution to benefit nearby County-owned facilities and properties as follows: \$10,000 to Southland Hills for improvement of the publicly owned mini-park; \$25,000 in and around the Burkleigh Square community; and \$20,000 for improvements to Towson Manor Village; moreover, any local open space waiver funding shall be directed to the improvement of recreation and parks facilities within a 1-mile radius of the project, with the advice of the Towson Recreation Council; and a public policy benefit by promoting economic development opportunities via the location of the proposed PUD within the Towson Commercial Revitalization District.

The applicant proposes these additional upgrades:

1. Installation of bicycle racks to provide parking for a minimum of 100 bicycles on the property; the bicycle racks may be allocated between the residential and commercial aspects of the project, but the commercial complex shall comply with the requirements for bicycle parking contained in the Zoning Regulations;

2. Construction of a dedicated lane along the York Road side of the PUD area, as well as a roofed shelter with seating for a minimum of six individuals on the York Road side of the PUD area, to accommodate a future 40-foot Towson Circulator stop, along with signage that identifies the Circulator stop;
3. Reservation and designation of a minimum of at least two dedicated parking spaces for a car-sharing program;
4. Improved street presence and plantings to enhance Downtown Towson's tree canopy along major corridors, including trees planted along York Road with spacing similar to Downtown Towson and planted in a brick base and in such a manner and with a certain type so as not to destroy sidewalks;
5. The applicant shall make good faith efforts to procure a long-term agreement with a nearby public or private parking garage or facility to provide overflow parking for residents, visitors, and guests; and
6. No hookah lounges, bail bondsman businesses, or tattoo parlors shall be permitted.

In addition, the resolution strongly recommends that the applicant hire a reputable and highly competent management company for the complex – one that will work with Towson University and mandate strong standards of behavior among its student residents and visitors at the complex, in order to foster amicable relations with the surrounding residential neighborhoods.

Resolution 40-14 will be forwarded to the Department of Planning and PAI.

**MB-8 (Grants)**

**Council District(s) All**

**Mrs. Bevins (By Req.)**

**Office of Communications**

**FY 2015 Arts and Sciences General Fund Grants**

The Administration is requesting approval of 39 operating grants totaling \$2,751,300 to cultural and artistic nonprofit organizations as approved by the Council during the FY 2015 budget process. See Exhibit A for a listing of the organizations and the respective grant awards.

**Fiscal Summary**

<b>Funding Source</b>	<b>Amount</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 2,751,300	<sup>(1)</sup> FY 2015 General Fund Operating Budget.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 2,751,300</u>	

**Analysis**

The Office advised that for FY 2015, the Commission on Arts and Sciences worked within the guidelines established by the County Executive to assure that all grantees provided value to Baltimore County citizens. The Commission evaluated all grant applicants based on artistic merit; service to the community; multicultural outreach; soundness of business practice; and level of service to Baltimore County residents, including partnerships with County-based organizations, creativity of outreach programs to the County, geographic diversity within the County, number of programs/activities that take place in the County, and extent and effectiveness of outreach to youth and artists/performers in the County. See Exhibit B for grant funding justifications for each organization.

Section 10-1-108(b)(3) of the Baltimore County Code requires all organizations that receive in excess of \$10,000 of arts and sciences grant funds per fiscal year to submit an audited financial statement or an acceptable equivalent. As of June 20, 2014, final annual reports for two organizations have not been submitted to the County for the required reporting period (FY 2013). The Office advised that the draft audited financial statements for Creative Alliance and the Reginald F. Lewis Museum were being reviewed by the organizations' respective boards of directors; the final annual reports will then be submitted to the County as required. The Office further advised that the County will not disburse FY 2015 grants to these organizations until it receives these annual reports.

Monetary assistance for arts and sciences organizations in excess of \$5,000 is subject to approval by the County Council in accordance with Baltimore County Code, Section 10-1-108. Monetary assistance of \$5,000 or less is subject to the 14-day grant notification process. Although not required, the Office has included \$29,000 for six operating grants of \$5,000 or less as part of the current request. The FY 2015 budget includes \$34,500 for project grants less than \$5,000.

<b>FY2015 Arts &amp; Sciences Operating Grants</b>	
	<b>FY2015 Grant</b>
American Visionary Art Museum	\$ 43,000
Baltimore & Ohio Railroad Museum	\$ 25,000
Baltimore Chamber Orchestra	\$ 12,100
Baltimore Children's Museum dba Port Discovery	\$ 70,000
Baltimore Choral Arts Society	\$ 16,000
Baltimore Clayworks	\$ 8,300
Baltimore Museum of Art	\$ 336,000
Baltimore Museum of Industry	\$ 18,000
Baltimore Symphony Orchestra	\$ 680,000
Baltimore Theatre Project	\$ 8,000
Camp Puh'Tok	\$ 18,000
Center Stage Associates	\$ 129,500
Contemporary Arts, Inc.	\$ 5,800
Creative Alliance at the Patterson	\$ 11,000
Everyman Theatre	\$ 12,500
Fire Museum of Maryland	\$ 13,000
Glenn L. Martin Maryland Aviation Museum	\$ 6,000
Handel Choir of Baltimore	\$ 4,500
Hippodrome Foundation, Inc.	\$ 49,500
Historic Ships in Baltimore (USS Constellation Museum)	\$ 4,500
Historical Society of Baltimore County	\$ 12,000
Irvine Nature Center	\$ 35,000
Jewish Museum of Maryland	\$ 5,000
Ladew Topiary Gardens	\$ 12,000
Living Classrooms	\$ 25,000
Lyric Opera Foundation	\$ 42,000
Maryland Academy of Sciences	\$ 80,000
Maryland Art Place	\$ 5,000
Maryland Historical Society	\$ 25,000
Maryland Zoological Society dba Maryland Zoo	\$ 400,000
MPT Foundation	\$ 31,600
Museum of Ceramic Art & Glass	\$ 7,000
National Aquarium	\$ 170,000
Pride of Baltimore	\$ 5,000
Reginald F. Lewis Museum of MD African American History & Culture	\$ 38,000
Star Spangled Banner Flag House Museum	\$ 11,000
UMBC Center for Art Design and Visual Culture	\$ 5,000
Walters Art Gallery dba Walters Art Museum	\$ 336,000
Young Audiences of Maryland/Arts for Learning	\$ 36,000
	<b>\$ 2,751,300</b>

Prepared by: Office of Communications

## **FY2015 Arts & Sciences Operating Grants**

### **American Visionary Art Museum**

American Visionary Art Museum (AVAM) promotes the collection, preservation and exhibition of work by intuitive artists. As an internationally recognized museum, AVAM attracts visitors to the Baltimore region, however, most of the resources of the museum benefit Baltimore area residents. AVAM educational programs include summer camps, free tours, workshops and materials for teachers; a partnership with Pennsylvania Avenue Enoch Pratt Library offering a free, off-site after school program; and a new partnership with the Kennedy Center to provide summer camps for students with special needs. Free admission is offered to Title I students. AVAM offers a unique resource to the Baltimore area, but their outreach to Baltimore County schools and educators is very limited and could be developed more fully.

*Serves 13,387 County residents/11% of total visitors/program participants*

FY 2015 Grant        \$43,000

### **Baltimore & Ohio Railroad Museum**

The B&O Museum serves over 38,000 Baltimore County residents, including more than 12,000 Baltimore County youth, through their collection of historic railroad cars and artifacts. The B&O Museum continues to expand and improve their already impressive programming and exhibits, which are based largely on a STEAM (Science, Technology, Engineering, Arts, and Math) model. The Museum's Choo Choo Blue on the Road education program provides free admission to school groups and school-aged children. The museum offers Baltimore County educators and home school groups free access to the museum's proprietary curriculum, which includes 19 units aligned with State of Maryland educational standards. The Museum provides 10,000 free admissions to children in the Baltimore County Public Library Summer Reading Program.

*Serves 38,000 County residents/21% of total visitors/program participants*

FY2015 Grant \$25,000

### **Baltimore Chamber Orchestra**

Baltimore Chamber Orchestra (BCO) is the only professional chamber orchestra in the Baltimore area and the only orchestra that presents a regular series in Baltimore County. BCO is a full-orchestra ensemble comprising up to forty musicians. The orchestra presents world-class performances, pre-performance lectures, and conductors' workshops in Baltimore County. Student tickets are free. Over 65% of performers are from the Baltimore County.

*Serves 1,766 County residents/43% of total visitors/program participants*

FY2015 Grant \$12,100

### **Baltimore Children's Museum (Port Discovery)**

Port Discovery guests enjoy a play-to-learn model as a vehicle for education, with interactive exhibits and programs engaging young learners in topics such as financial literacy, healthy eating, STEM topics, arts and culture. The award winning children's museum has launched a pilot Museum on the Road program at Campfield Early Learning Center and presents two Family Fun Days at County shopping malls. An organization of Port Discovery's size is capable of better engagement with Baltimore County residents. An expanded Museum on the Road program including more county schools, libraries, recreation, and community centers throughout the County would strengthen that engagement.

*Serves 39,609 County residents/15% of total visitors/program participants*

FY2015 Grant \$ 70,000

**Baltimore Choral Arts Society Inc.**

Music Director Tom Hall and the Emmy Award-winning Choral Arts Society serve Baltimore County with numerous performances each year in County concert halls, churches and retirement centers. Choral Arts performances are of high artistic quality, engaging over 300 performers. Performances include traditional, contemporary and new works. Choral Arts has built extensive partnerships with the Baltimore Symphony, students, and composers. A family-friendly Christmas with Kids concert in the County introduces children to choral music. A new partnership with St. Vincent's Villa in Timonium reaches children with emotional and behavior challenges. Over 50% of their performances are held in the County.

*Serves 16,037 County residents/48% of total visitors/program participants*

FY2015 Grant \$16,000

**Baltimore Clayworks**

Baltimore Clayworks is an artist-centered community organization that provides long term artist residencies, exhibits, classes and community development projects. Established in 1980, Clayworks provides world-class arts experiences and has hosted internationally acclaimed ceramic artists to work collaboratively with local artists, resulting in high quality artwork. One of Clayworks strengths is establishing partnerships with community organizations. In 2013 Clayworks reached over 3,300 people at 34 partnering community sites. These partnerships are focused on outreach to diverse, often underserved communities. Clayworks raised additional funds specifically for a new pilot program in Baltimore County PAL Centers and the County Recreation and Parks' summer SPLASH arts program. In partnership with the Creative Alliance and Towson University, Clayworks started a new program in 2013, "No Two Pieces Alike" that engaged Towson students in community work. A new Executive Director was selected in 2013, bringing new energy and community engagement focus to the organization.

*Serves 5,000 County residents/30% of total visitors/program participants*

FY 2015 Grant \$ 8,300

**Baltimore Museum of Art**

The BMA offers free general admission to one of the nation's premiere museums with collections spanning the 19<sup>th</sup> century to contemporary art. The museum serves Central Maryland as a center for lifelong learning and civic engagement through the arts, serving a broad and diverse audience of all agencies, ethnicities, economic and educational backgrounds. The BMA attracts over 200,000 visitors each year, including 21,000 County residents and 4,993 County youth who participate in free school tours and programs. A partnership with BCPS and the BMA fosters language and development in Pre-K and kindergarten students. An annual BCPS student art show and teacher resource center with curriculum guides are education highlights. Extensive museum renovations are underway to update infrastructure, refresh and expand exhibit spaces.

*Serves 21,000 County residents/10% of total visitors/program participants*

FY 2015 Grant \$336,000

**Baltimore Museum of Industry**

The Baltimore Museum of Industry (BMI) preserves an important component of the history of our region, with Baltimore County's manufacturers central to many of the exhibits. Intergenerational programming brings seniors, children and adults together. Over 14,000 County school students participate in their STEM-curriculum based programming, the highest number of all Maryland counties. BMI educational programs, which are delivered through interactive, role-play activities, are highly rated and have stringent reporting and review criteria through the MSDE. Last year, the BMI developed successful programs that they took on the road to senior citizen facilities with funds from a special outreach grant from Howard County. The program was well received, and they plan to expand to senior facilities in Baltimore County in FY2015 if additional funds are received.

*Serves 30,300 County residents/19% of total visitors/program participants*

FY2015 Grant \$18,000

### **Baltimore Symphony Orchestra**

More residents from Baltimore County attend Baltimore Symphony (BSO) events than any other Maryland jurisdiction, with County residents representing 76,719 (23%) of ticketed attendance. In addition to a diverse schedule of world class concerts at the Meyerhoff and Oregon Ridge, public programs include Midweek, Family and Open Rehearsal performances, Rusty Musicians, Chamber Music Workshops, and BSO Academy. BSO On the Go provides free tickets for performances and workshops to Title 1 schools in the County, with subsidized tickets for other schools. A new Science Advisory Team is exploring links between music, science and medicine. The BSO has launched a new UMBC/BSO graduate certificate in music entrepreneurship.

The new Baltimore Symphony Youth Orchestras (BSYO) is the ensemble in-residence at the George Washington Carver School for the Arts and Technology in Towson. Members work closely with BSO musicians and Maestra Alsop. A year-round BSO residency at Carver features BSO musicians collaborating with students across the school's specialty areas (dance, set design, catering, etc.) for an annual public performance.

BSO activities promote a positive image of the greater Baltimore region on a national and international level. The BSO continues to pursue touring and recording projects and new commissions, including works from local artists.

County residents comprise a majority of the BSO's 145 full time and 600 part time paid staff and Orchestra members. These musicians also teach students of all ages at their County homes; serve as adjunct faculty at County-based institutes of higher learning (Towson University, CCBC Essex, UMBC, and Goucher College); perform in community music groups; and bring their own professional chamber groups to County venues.

*Serves 76,719 County residents/23% of total audience/program participants*

FY 2015 Grant        \$680,000

### **Baltimore Theatre Project**

Serves artists by providing a well-equipped laboratory in which to experiment and take risks, and a staff of experienced professionals who assist with everything from technical to publicity and front-of-house support. In addition to serving as a major artistic venue for Baltimore County artists and audiences, Theatre Project provides workshops, technical assistance, and support to County artists and performance companies. Theatre Project's patrons are some of the most diverse in the greater Baltimore area due to their wide range of offerings. Audiences are drawn from throughout the region and include audience members who seek cutting edge new work, and

cover a range of ethnic and social communities, the dance and international communities, literary, opera, new music, and puppetry communities, and hearing impaired audiences. Last season Theatre Project hosted 178 performances of 70 different events including 52 productions, 3 fund raisers, 7 classes/workshops, 8 fee play readings, and two special events, involving more than 725 artists. Seven Baltimore County based companies performed last season, incorporating student and professional performers from Towson University and UMBC. The season included both national and international artists.

*Serves 3,800 County residents/32% of total audience/program participants*

FY2015 Grant \$8,000

**Camp Puh'Tok**

The Camp is located in northern Baltimore County and prides itself on providing meaningful outdoor learning experiences to children in the Baltimore area (90% of whom are from Baltimore County). At least one third of campers come from Title 1 Schools and low -income households. The Camp offers more than 60 scholarships to low-income families each year and program discounts to community non-profits. Programs focus on early American history, Native American culture, and environmental science and stewardship. The Camp has improved its financial position through several major, long term commitments from local foundations, including the Weinberg Foundation.

*Serves 11,978 County residents/90% of total audience/program participants*

FY2015 Grant \$18,000

**Center Stage Associates**

Celebrating its 51st year as the State theatre of Maryland, Center Stage is the region's leading professional producing theatre company and a pioneer in America's regional theater movement. The theatre produces six fully produced plays, workshops for new work, and staged readings. Youth education programs include Student Matinees with discounted tickets and pre- and post-performance discussions, Student Critics, Young Playwrights Festival, and extensive after-school and summer camp programs. Activities at eight County schools and universities and performances at the Gordon Center bring Center Stage into the County. Their new internationally-acclaimed artistic and managing directors are expanding outreach to colleges, community groups, and other arts organizations. Recent new programs include Trayvon Moments, site specific plays performed in The Container (a shipping container), play commissions, a playwright's residency, and partnerships that offer free performances by Baltimore Performance Kitchen and Pub Labs.

*Serves 29,813 County residents/32% of total audience/program participants.*

FY 2015 Grant \$129,500

**Contemporary Arts, Inc.**

Award-winning and internationally known jazz artist Carl Grubbs leads Contemporary Arts, collaborating with regional, national and international professional artists to bring world-class music and educational outreach. As one of the State's only organizations focused on introducing youth to jazz, the County-based organization holds arts workshops, "hold hands" performances, summer camps, and in-school residencies. The organization offers summer music camp scholarships to worthy students.

*Serves 600 County residents/60% of total audience/program participants*

FY2015 Grant \$5,800

**Creative Alliance at the Patterson dba Creative Alliance**

Creative Alliance (CA) is a multi-arts center with six major exhibits annually, 200 performances, screenings, free community education programs and professional development courses. Productions at Creative Alliance are cutting edge, diverse and community centered. In the past year, Creative Alliance has increased its outreach to Baltimore County and expanded its community programs in Baltimore. For 2014, Creative Alliance is hosting an African-American Jewish Comedy Night at the Gordon Center; involving students from Dundalk High School in the "All Ages Art Cart Derby" in Highlandtown; and holding an arts and culture workshop in the Baltimore County Library system. UMBC student visual and performing artists spend four weeks in an apprenticeship with CA's resident artists. Of the 1,942 artists who worked with Creative Alliance last year, 921 (47%) were from Baltimore County, providing an important venue for artistic growth.

*Serves 6,087 County residents/21% of total audience/program participants*

FY 2015 Grant        \$11,000

**Everyman Theater**

Everyman Theatre has moved to a new facility in Baltimore City's westside. The professional company attracts many of the region's finest artists and employs a resident company that provides accessible, affordable theatre. Everyman Theatre's primary activity is producing professional theatre productions of the highest artistic caliber. Everyman Theatre's 2013-2014 Season features six plays representing a blend of well-loved classics and new works. Everyman remains committed to accessibility through affordable ticket prices and special programs such as Pay-What-You-Can. Everyman also offers education and community engagement programs designed to deepen the theatrical experience, including the High School Matinee program, Teaching Artist Residencies, Acting Classes, and an Annual Touch Tour for the Blind. The theater boasts 41,740 participants, with 20,847 from Baltimore County. This grant request clearly reflects an attempt to reach more county students; however, the Commission is hopeful that this excellent professional theater will extend its outreach to include more than 535 Baltimore County students in its High School Matinee and educational programming.

*Serves 20,847 County residents/50% of total audience/program participants*

FY2015 Grant        \$12,500

**Fire Museum of Maryland**

This is a Baltimore County organization whose clear priority is to serve the residents of our county, including our school children. The museum's visitors enjoy a world-class collection of historic fire equipment and interactive programming that is offered nowhere else in the State. Activities include presentations on firefighting history, the great fires, firefighting technology, and fire safety. New tours, exhibits, and outreach to area schools, community and service groups and other County museums are enhancing the Fire Museum's value to County residents.

*Serves 34,000 County residents/89% of total audience/program participants*

FY2015 Grant        \$13,000

**Glenn L. Martin Maryland Aviation Museum**

The Glenn L. Martin Aviation Museum preserves a significant piece of Baltimore County history. Through their new board leadership we feel the Museum is making great strides as an organization. They have expanded programming to include, among other things, a new early childhood education program called "Cockpit Kids," which offers parents an opportunity to

introduce preschoolers to the exciting history of flight. New partnerships with the National Electronics Museum, John Brown Liberty Ship, and Air National Guard enhance an in-school STEM/history outreach program that visited all six eastside schools. The Museum is based in Baltimore County, focuses on Baltimore County history, and is clearly dedicated to enriching the lives of Baltimore County residents.

*Serves 9,046 County residents/75% of total audience/program participants*

FY2015 Grant \$6,000

**Handel Choir of Baltimore**

Handel Choir performs classical, baroque and romantic works with a period instruments orchestra. This high quality artistic group presents traditional and rarely performed classical works. Over 50% of their performance programs are held in the county. They collaborate with the BSO during their summer events and with the OrchKids program.

*Serves 3,160 County residents/60% of total audience/program participants*

FY2015 Grant \$ 4,500

**Hippodrome Foundation**

Hippodrome Foundation (HFI) uses the professional Broadway shows and talent on its stage and its historic theatre building as teaching tools in adult and student community programs. HFI primarily serves elementary, middle and high school students as well as teachers, from those interested in pursuing a career in the arts to those without any experience. The programs include Camp Hippodrome, Young Critics Program, Student Matinee Program, Master Classes, Volunteer Usher Program, and tours. The program reaches out to audiences of all ages, many of whom are those who would not or could not otherwise be exposed to the caliber of theater that is offered at the Hippodrome or by its programs. School programs are aligned with State curriculum.

The Foundation has a stated commitment to focusing the majority of its outreach efforts in Baltimore County and consistently adds new programs in Baltimore County schools, senior centers, community and PAL centers, and other community settings. New programs include a new FOODPLAY show focusing on nutrition and healthy eating habits to be performed at Baltimore County elementary schools. A new literacy and writing project, Bringing Tales to Life, will introduce live theater to students who might otherwise not have the chance. This project will incorporate reading, writing, language, speaking and listening and eleven Maryland state standards. In 2014-15, the Soulful Symphony, an affiliate of the Hippodrome Foundation, will expand its Hipp Artist in Residence at Lansdowne High School and add a second County school residency. The Soulful Symphony employs 85 African American musicians.

*Serves 2,794 County residents/60% of total audience/program participants*

FY2015 Grant \$49,500

**Historic Ships in Baltimore (USS Constellation Museum)**

The Historic Ships (USS Constellation, USS Torsk, USCGC Taney, and Lightship Chesapeake) are a symbol of our area's rich maritime history, and the Commission appreciates that they attract visitors to the Baltimore region. Although this organization provides a historically significant guest experience, their service to Baltimore County residents continues to fall short of its potential. Only 7,000 county residents visited these four highly visible Inner Harbor ships in the course of a year. The majority of their educational programs are focused on Baltimore City students; they only served 577 County youth. In a new outreach effort, Historic Ships partnered

with the Baltimore County Department of Recreation & Parks in the summer of 2013 to offer on-site education and interpretive programs to students in area camps and schools.

*Serves 7,126 County residents/5% of total audience/program participants*

FY2015 Grant           \$ 4,500

**Historical Society of Baltimore County**

The Historical Society of Baltimore County maintains a research library, exhibits special collections focused on County history, and offers a program of tours and topical lectures, including monthly genealogy seminars. The Historical Society serves as an important educational and research resource for Baltimore County residents, including a website with a searchable online database. New historic agricultural tours, outreach to BCPS history teachers, and partnerships with the Louis S. Diggs African American Research Center, Glenn L. Martin Maryland Aviation Museum and Maryland State Fair indicate an organization that is growing in impact. The Society does a wonderful job of leveraging volunteer support (one part time employee and 38 volunteers), which means that funding is primarily used to directly support their mission of collecting and preserving the rich history of Baltimore County for the education and enjoyment of present and future generations.

*Serves 1,872 County residents/67% of total audience/program participants*

FY2015 Grant           \$12,000

**Irvine Nature Center**

Irvine is a Baltimore County jewel that continues to offer top-notch programming that is easily accessible to our residents. This year, Irvine served over 60,000 Baltimore County residents and continued to provide innovative educational programming aligned with the County's science curriculum. In 2013, Irvine's museum quality educational exhibits, visual art and nature programs and classes, on-site camping opportunities, and premier nature trails benefited nearly 44,000 Baltimore County youth. Irvine's property is open to the public, year round, at no charge.

*Serves 61,869 County residents/84% of total audience/program participants*

FY2015 Grant           \$35,000

**Jewish Museum of Maryland**

The Jewish Museum's mission is to collect, preserve, and study the history of Maryland's Jewish population. Their primary audience is the Jewish community of the Baltimore metro area, 60% of whom live in Baltimore County. Their programming fosters a cross-cultural understanding of the American Jewish experience, and promotes a public discourse about issues in Jewish and American life. The Museum itself includes two restored historic synagogues and world class museum exhibition space, with programming that includes films, lectures, interactive programs, outreach to the museum's city neighbors, Jews on the Move traveling exhibits, Immigrants Trunk performances in schools, teacher training workshops and a speakers bureau. Curriculum-aligned education programs embrace diverse topics such as world religions, immigration, neighborhood history, and the Holocaust.

*Serves 5,317 County residents/13% of total audience/program participants*

FY2015 Grant           \$ 5,000

**Ladew Topiary Gardens**

Ladew is one of the top five gardens in the U.S. and hosts outstanding seasonal landscape, horticulture, and history programming, a free Budding Botanists program for Title 1 students, and a popular summer concert series. The Commission continues to feel that Ladew would

benefit from enhanced community outreach and increased partnerships with Baltimore County organizations. Ladew could also be a greater benefit to County residents if it expanded its educational programming and offered more opportunities for free or reduced admission to Baltimore County residents, families, and school children.

*Serves 10,700 County residents/32% of total audience/program participants*

FY2015 Grant           \$12,000

#### **Living Classrooms**

Utilizing maritime settings, challenging learning environments, and a low staff-to-student ratio, Living Classrooms programs emphasize the applied learning of math, science, language arts, history, ecology, and career development. Living Classrooms operates over 30 educational and job-skills training programs. Living Classrooms provides specialized programming for at risk youth, special needs and gifted and talented students, including the GEM (Girls Empowerment Mission) at Chesapeake High School and Bay Buddies summer program that teaches alternative life skills to County students with developmental disabilities. The organization is dedicated to continuing to build partnerships with Baltimore County government offices, teachers, and schools, which will hopefully result in an increase in the number of Baltimore County children who will benefit from their unique programming. Living Classrooms served 2,370 Baltimore County youth in 2013.

*Serves 2,370 County residents/13% of total audience/program participants*

FY2015 Grant           \$25,000

#### **Lyric Opera Foundation**

Lyric Opera is in a “building mode” as they bring grand opera performance and opera education programming back to Baltimore. Highlights include two fully staged professional opera performances and one “concert opera” at the Modell Lyric and educational programs such as Opera to Go, Opera Camp, and in-school programs. Their performances and programs total 27,865 participants, including 10,551 County residents, of which 672 were youth under 18.

The Lyric Opera’s artistic decision to stage opera with world-class guest artists, a live orchestra of BSO musicians, and full sets and costumes requires substantial production budgets. Lyric Opera posted a \$405,904 deficit in FY2013, with operating losses subsidized by the Modell Lyric’s general operating budget. They are projecting to reduce that deficit in 2015 to \$146,450. FY2015 revenue is projected modestly from tickets sales, with corporate and individual donations essentially flat. The major increase in revenue is projected from city, county, state, and federal grants, which are projected to increase to a total of \$500,000, up from \$142,000 in government grants in 2013. A projected National Endowment for the Arts grant would be for specific programming, not general operating costs. Administrative salaries are projected to increase by more than \$49,700 in 2015. There is concern that the only significant projected revenue increase is from government funders. This is particularly concerning when coupled with a modest projected increase in ticket sales and no substantive increase in donations from other sources. The funding recommendation is to allow at least one more year of County support so the organization can demonstrate its capacity to build new audiences and develop a more diverse funding base.

*Serves 10,551 County residents/38% of total audience/program participants*

FY2015 Grant           \$ 42,000

#### **Maryland Academy of Sciences dba Maryland Science Center**

A strong Science Center benefits the residents and businesses of Baltimore County. The Science Center is an important visitor draw to the Baltimore region. An upgraded planetarium and new exhibits such as “The Shed” DIY space and the new Power Up permanent exhibit should help improve the visitor experience. Over 65,000 Baltimore County residents visited and/or participated in Science Center programs last year. A traveling science program to 20 County schools (serving 5,923 students) and new Family Science Nights at four County schools (1,015 participants) are outreach highlights. While clearly providing value with interactive science education, the Science Center has the potential to expand exhibits and programming to reach the quality of science centers in other major cities.

*Serves 65,393 County residents/17% of total audience/program participants*

FY2015 Grant           \$ 80,000

**Maryland Art Place**

Maryland Art Place (MAP) offers 6-8 exhibitions annually as well as some programs that are free to the public. The programs at MAP include a “Young Blood” show for recent MFA graduates, the Curator’s Incubator in partnership with MICA’s Curatorial program and The 14Karat Cabaret. MAP also maintains the Maryland State Arts Council Visual Arts Registry. MAP’s primary audience is young and mid-career artists. In an expansion of its Baltimore County IMPACT projects, MAP established relationships with the JCC Owings Mills, Oak Crest Village and Towson Town Center. These partnering organizations became locations for site-specific public art installations. These projects are a great beginning, but impact could be extended if audiences were engaged in programs and discussions after the artwork was installed. MAP is encouraged to continue to build relationships with Baltimore County businesses and initiate relationships with community organizations in the County.

*Serves 3,000 County residents/50% of total audience/program participants*

FY 2015 Grant           \$ 5,000

**Maryland Historical Society**

The Maryland Historical Society (MHS) provides museum tours, in-classroom lectures, research assistance, stewardship of historic archives and artifacts, and other valuable resources to Maryland students, historians and residents. In-class programming at 19 County schools is a recent highlight. MHS believes that as many as 20-25% of their 367,000 visitors and program participants live in Baltimore County, but they do not track place of residence for every program and could only quantify that 1,983 county residents visited the museum or participated in their programs in 2013.

*Serves 1,983 County residents/.54% of total audience/program participants*

FY2015 Grant           \$25,000

**Maryland Zoological Society (Maryland Zoo in Baltimore)**

The Maryland Zoo is home to over 1,500 animals on a 135 acre property with 55 buildings. Upgraded exhibits and newly expanded educational programs support science learning outcomes for Maryland schools and align with state curricula. Title 1 school outreach, mentorships and an extensive youth volunteer program are outreach highlights. In FY2013, over 22,200 County students visited with their schools free of charge. The Zoo held 130 activities at County locations, including schools and senior centers. Fully accredited, the Zoo is involved in wildlife conservation and preservation programs and maintains a veterinary hospital. The zoo employs over 200 people and is supported by 870 volunteers.

*Serves 76,623 County residents/17% of total visitors/program participants*

FY 2015 Grant        \$400,000

**MPT Foundation**

MPT delivers high quality programming that celebrates Maryland's unique geographic, historic, and artistic resources. Their diverse television programming reaches a large, varied audience of more than one million viewers, from underprivileged children to senior citizens. Last year, MPT produced 30 new documentaries on art, music, literary arts, outdoor living and history. Extensive online resources provide educators, parents and students with tools to support in-school and home-based learning. MPT has indicated that any additional funding received would be used to expand their ArtWorks show to provide exposure to more Baltimore County artists on a national level through a content sharing consortium with other public broadcasting outlets. Currently, ArtWorks is viewed by more than 8,000 Baltimore County residents.

*Serves 64,000 County residents/6% of total visitors/program participants*

FY2015 Grant        \$31,600

**Museum of Ceramic Art & Glass**

The Museum of Ceramic Art & Glass is not a museum, but a hands-on art education program for middle school students now in its 20<sup>th</sup> year. The program serves 19,188 students at 53 schools. Eleven of the partnering schools are in Baltimore County with 6,397 students participating, 34% of the total. The organization works collaboratively with schools to provide in school ceramic art programs and after school ceramic art clubs. Teacher workshops and in service training are offered, with curriculum is consistent with State standards. The program has produced 19 large public murals and exhibitions. Teachers report that students engaged in their programs see improved academic performance and community involvement, particularly among at risk youth.

*Serves 6,397 County residents/34% of total visitors/program participants*

FY 2015 Grant        \$7,000

**National Aquarium**

As one of the nation's foremost conservation education organizations and the top tourist attraction in the state, the Aquarium is an important educational resource for youth, a steward of the environment, a significant economic engine, and a long-standing cultural institution. Its living collection includes more than 16,000 animals from more than 600 species of fish, birds, amphibians, reptiles and marine mammals that live in award-winning, re-created habitats. Educational programs support science learning through curriculum support; teacher orientations, workshops, and other trainings; teacher-led tours; and grade appropriate on-site programs that meet state curriculum standards. Free admission to school groups during the school year, with over 6,300 County students visiting with their schools. A Traveling Education Program brings innovative, hands-on educational experiences to 3,000 County school and pre-school audiences unable to visit, and Aquarium on Wheels brings free summer outdoor education programs to low income youth. Financial assistance for low-income visitors includes Dollar Days, Fridays After Five, a free Cultural Heritage Series, and community ticket donations.

*Serves 80,425 County residents/6% of total visitors/program participants*

FY 2015 Grant        \$170,000

**Pride of Baltimore**

The Commission appreciates that The Pride is a traveling representative of the rich history and culture of the Baltimore region, driving visitors to the Baltimore region through her ambassadorial missions. However, the Commission would like to see the Pride on the Chesapeake education programs expanded to include more Baltimore County Public School students and County residents. Currently, only 800 program participants/visitors come from the County, a mere 6% of their total.

*Serves 800 County residents/6% of total audience/program participants*

FY2015 Grant        \$ 5,000

**Reginald F. Lewis Museum of Maryland African American History & Culture**

The Reginald F. Lewis Museum offers unique educational programs focused on our State's rich African American cultural history. Their partnerships with the Jewish Museum of Maryland, UMBC, Morgan State University, and other area organization exemplifies a renewed commitment to grow and enrich their own programming by networking with other area groups. They offer free admission for schools and youth in need of financial assistance and free admission for teachers. In the future, the Commission would like to see the Museum make a concerted effort to increase the number of Baltimore County residents served by focusing on outreach efforts to Baltimore County schools, senior centers and libraries. The museum's Living History to Go program offers an opportunity to expand programming into the County.

*Serves 3,116 County residents/16% of total audience/program participants*

FY2015 Grant        \$38,000

**Star Spangled Banner Flag House Museum**

The Star-Spangled Banner Flag House Museum is the home of Mary Young Pickersgill, the woman commissioned to make the flag that inspired Francis Scott Key to write the national anthem. The Museum's Maryland House Educational and Cultural Resource Center is open to the public year round and offers tours geared towards educational groups. The Museum has increased its activities in Baltimore County, including lectures at Baltimore County libraries; outreach to Baltimore County civic organization; and programming provided to Baltimore County Schools, as well as development of new programming and upgraded visitor offerings. A traveling exhibit of paintings of War of 1812 by the American Society of Maritime Artists; a new permanent exhibit and a new visitor film about the life of Mary Pickersgill opening in 2014 will enhance the visitor experience.

*Serves 4,336 County residents/25% of total audience/program participants*

FY2015 Grant        \$11,000

**UMBC Center for Art Design and Visual Culture**

The Center for Art, Design and Visual Culture (CADVC) is a non-profit dedicated to presenting comprehensive exhibitions, public programs and educational and community outreach projects. They present 4-5 exhibits a year and host artist lectures, each heavily promoted to the general public. An example is "*Visibility Machines: Harun Farocki and Trevor Paglen*," an exhibit curated by the Center that features two internationally recognized contemporary artists who examine the issues surrounding surveillance systems within the military. The Center uses its exhibits as launching points for extensive K-16 education and community outreach, reaching underserved county middle and high schools. School outreach includes tours, discussion groups, month-long workshops, with the Center providing transportation to the gallery on the UMBC campus.

*Serves 3,400 County residents/60% of total audience/program participants*

FY 2015 Grant        \$5,000

**Walters Art Gallery dba Walters Art Museum**

The internationally acclaimed Walters Art Museum is steward to a world class permanent collection spanning 55 centuries of art and develops special exhibitions and programming that promote creativity and foster learning. Free admission has sustained a 42% increase in attendance. Several hackathons have engaged the region's tech community, challenging IT professionals, mobile app and game developers to come up with ways technology can help the museum enrich the visitor experience. The museum's "free access" philosophy includes Works of Art, an award-winning online collection of over 12,000 works. New programs include expanded family programs and activities for Pre-K children and "Off the Wall," which brings reproductions of museum paintings to locations including five Baltimore County parks. Last year, the Walters reached 7,368 Baltimore County students in 31 schools through tours, classroom visits, studio art-making activities and home-school workshops. The Walters hosts special Sensory Mornings for children on the autism spectrum, hosts student art shows, and serves almost 1,700 County students in a Developing Language and Literacy in the Arts program.

*Serves 34,027 County residents/20% of total visitors/program participants.*

FY 2015 Grant        \$336,000

**Young Audiences of Maryland/Arts for Learning**

Young Audiences (YA) has a long track record of working with schools, communities and teaching artists to develop skills and strengthen the academic performance of Maryland youth. Their primary audience is youth ages 3-18. YA provides residencies in schools and community sites. In 2013 YA served 173,602 Marylanders, including 18,351 students in 32 County schools (11% of their audience). The organization has a focus on improving the performance of students who having difficulties in academic subjects. Young Audiences has developed several new resources to assist students in low-income communities and Title I schools. In the past year, YA has increased the number of long-term, interactive artists residencies while reducing the number of passive presentations at school assemblies. They also provide professional development for educators and the Teaching Artist Institute (TAI), a statewide training program that helps artists collaborate more effectively with classroom instructors. A new partnership with Wolf Trap Institute for Early Learning is designed to improve literacy skills in pre-K learners.

*Serves 18,351 County residents/11% of total visitors/program participants.*

FY 2015 Grant        \$36,000

BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
APPENDIX A

**BALTIMORE COUNTY, MARYLAND  
INTER-OFFICE CORRESPONDENCE**

**TO:** Fred Homan  
Administrative Officer **DATE:** 5/9/14

**FROM:** Keith Dorsey, Director   
Office of Budget & Finance **COUNCIL MEETING**  
**DATE:** 7/07/14

**SUBJECT:** Public Recordation of Announcement  
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

DO 24835 EMSAR Maryland dba Pro-Fix Med Repair & Sale

Medical Equipment Repair and Maintenance - Stretchers

This contract is for a maintenance agreement transport cots and stair chairs that is used by the Fire Department's Emergency Medical Services.

As indicated in Chief John Hohman's memo, inspections and repairs of all transport cots and stair chairs in service was completed. The contract is a sole source maintenance agreement that does not exceed \$25,000.00 annually.

When final invoices for services on all cots and stair chairs were submitted, the invoices exceeded \$25,000.00 by \$7,219.36 (Delivery Order 24835). Prior Delivery Order total was \$24,661.80.

Amount: \$7,219.36  
Total Amount: \$32,219.36  
Award Date: 5/09/14

c: M. Field  
T. Peddicord  
L. Smelkinson

**BALTIMORE COUNTY, MARYLAND  
INTER-OFFICE CORRESPONDENCE**

**TO:** Fred Homan  
Administrative Officer **DATE:** 5/19/14

**FROM:** Keith Dorsey, Director  
Office of Budget & Finance **COUNCIL MEETING**  
*KAD* **DATE:** 7/7/14

**SUBJECT:** Public Recordation of Announcement  
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

PO 6972 Angelozzi Brothers Inc. -- Emergency repair work. Texas force main break

As indicated by DPW Director Edward Adams in the memo dated March 10, 2014, the County experienced contractor damage to Texas Pump Station force main, requiring emergency repairs. The County contracted Angelozzi Brothers to provide construction services to excavate and make repairs to the damaged line.

Amount: \$30,061.33  
Award Date: 05/19/14

PO 6950 Kershner Environmental Technologies LLC – Odor control systems for Patapsco Pumping Station

This purchase order is for two (2) refurbished Vapex O-Mega odor control/grease control units. As stated in DPW Director Edward Adams in the memo dated March 21, 2014, the Vapex Omega units have been in use at Gray Manor Pumping Station and Orems Road Pumping Station where they have affected a significant reduction in grease build up in the wet wells and a reduction in odor complaints. Additionally, the use of these units will reduce heavy grease issues in the surge relief valves of the pump.

This purchase also includes preventive maintenance and a five year extended warranty.

Kershner Environmental Technologies is the sole distributor of these units in the region.

Amount: \$235,000.00  
Award Date: 05/19/14

c: M. Field  
T. Peddicord  
L. Smelkinson

**BALTIMORE COUNTY, MARYLAND  
INTER-OFFICE CORRESPONDENCE**

**TO:** Fred Homan  
Administrative Officer **DATE:** 5/28/14

**FROM:** Keith Dorsey, Director *KAD* **COUNCIL MEETING**  
Office of Budget & Finance **DATE:** 7/7/14

**SUBJECT:** Public Recordation of Announcement  
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

MA 2683 Technical Communities Inc. dba Testmart – VidSys Physical Security Information Management System (PSIM)

This Master Agreement with Technical Communities Inc. is for the VidSys Physical Security Information Management System (PSIM) for the centralized management and viewing of County CCTV cameras.

PSIM is currently used by many jurisdictions including, Baltimore City Police, SHA and MdTA. Installation of the PDIM System in the County will allow shared real time data for informational, security, and planning needs. Having the same system will allow access to cross jurisdictional cameras with no additional cost to the County. Included in the cost of the PSIM System is three years support and maintenance.

As indicated in OIT Director Robert Stradling's memo dated May 2, 2014, Technical Communities Inc. is the sole reseller of PSIM under GSA Contract GS-35F-0311R.

Amount: \$499,777.15  
Award Date: 05/23/14

c: M. Field  
T. Peddicord  
L. Smelkinson

**BALTIMORE COUNTY, MARYLAND  
INTER-OFFICE CORRESPONDENCE**

**TO:** Fred Homan  
Administrative Officer **DATE:** 5/29/14

**FROM:** Keith Dorsey, Director *KAO* **COUNCIL MEETING**  
Office of Budget & Finance **DATE:** 7/7/14

**SUBJECT:** Public Recordation of Announcement  
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

MA 2284      Solarwinds Inc. dba Solarwinds Worldwide LLC – Rove Mobile Admin. Software License & Support

MA 2284 was created in April 2012 with Solarwinds for use of its proprietary Enterprise Monitoring System. The Solarwinds Enterprise Monitoring System allows Information Technology to be more proactive in managing County network systems. DO 25033 adds the Solarwinds Log and Event Manager in the amount of \$71,592.00. The additional Solarwinds Log and Event Manager module will provide Information Technology in-depth detail on multiple systems at a single point in time to determine cause in outage, degradation or change in production system status and allow for better management and troubleshooting.

As indicated in OIT Director Robert Stradling's memo dated 05/2/14, the log analyzer and event manager is proprietary to Solarwinds and is the only product that will work with existing Solarwinds products currently installed in the County for network monitoring.

Amount: \$71,592.00  
Award Date: 05/29/14

c: M. Field  
T. Peddicord  
L. Smelkinson