

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

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*Issued: July 24, 2014  
Work Session: July 29, 2014  
Legislative Day No. 13 : August 4, 2014*

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



OFFICE OF THE COUNTY AUDITOR

**BALTIMORE COUNTY COUNCIL**

**August 4, 2014**

**NOTES TO THE AGENDA**

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**BALTIMORE COUNTY COUNCIL AGENDA  
LEGISLATIVE SESSION 2013, LEGISLATIVE DAY NO. 13  
AUGUST 4, 2014 6:00 P.M.**

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

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

**COUNCIL**

- 1 Bill 42-14 - Mrs. Bevins - Zoning Regulations - Signs  
WITHDRAWN ~~Bill 43-14 - Mr. Huff - R-O Zone - Diagnostic Imaging Centers~~  
2 Bill 44-14 - Mr. Marks - Signs

**RICHARD ABBOTT, CIRCUIT COURT**

- 3 Bill 45-14 - Mrs. Bevins(By Req.) - CEB - Family Employment and Support Program

**APPROVAL OF FISCAL MATTERS/CONTRACTS**

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

- 5 1. Addendum #3 to Contract - Gannett Fleming, Inc. - modification of final design - additional reservoir - Public Works  
12 2. Contract - Maryland Environmental Service - assistance with preservation, improvement & management - quality of air & water resources -  
Public Works

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

- 17 3. Contract - The Coalition to End Childhood Lead Poisoning, Inc. - outreach & education of lead hazard reduction - Planning

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

- 20 4. Contracts - (2) - Professional Engineering Services - shoreline erosion - DEPS

**MIKE FIELD, COUNTY ATTORNEY, OFFICE OF LAW**

- 25 5. Agreement - West Group - internet legal research database - Law

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

- 27 6. Amendments to Contracts - (3) - individual, family and group behavioral health services - HHS

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

- 31 7. Contract - Pension Benefit Information, Inc. - death audit services - OBF  
34 8. Amendment #2 to Contract - Bel Air Auto Auction, Inc. - auctioneering & simulcast services - OBF

**GEORGE GAY, DIRECTOR, OFFICE OF HUMAN RESOURCES**

- 36 9. Amendments to Contracts - (3) - Computer training classes for county employees - OHR

**MISCELLANEOUS BUSINESS**

**COUNCIL**

- 54 1. Correspondence - (a)(3) - Non Competitive Awards (June 17, 2014)  
56 (b)(2) - Non Competitive Awards (June 30, 2014)  
38 2. Res. 57-14 - Mr. Marks - Review of Planned Unit Development - Towson Mews  
6. Res. 61-14 - Mr. Quirk - Property Tax Exemption - DAV - Michael C. Papier  
7. Res. 62-14 - Mr. Quirk - Property Tax Exemption - Surviving Spouse - Alva V. Henson  
8. Res. 63-14 - Mr. Marks - Property Tax Exemption - DAV - Louis F. Bowers  
9. Res. 64-14 - Mr. Huff - Property Tax Exemption - DAV - James E. Lankford, Sr.  
40 11. Res. 65-14 - Mrs. Bevins - Approval of Application - Dundalk Renaissance Corporation - Baltimore Regional  
Neighborhood Initiative Projects  
41 12. Res. 66-14 - Mrs. Bevins - Approval of Application - Dundalk Renaissance Corporation - Community Legacy Projects

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

- 42 3. Res. 58-14 - Mrs. Bevins(By Req.) - Endorsement of Application - Greater Dundalk/Sparrows Point Sustainable Community  
- Turners Station area  
45 4. Res. 59-14 - Mrs. Bevins(By Req.) - Endorsement of Application - MD Community Investment Tax Credit Program - United Ministries

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

- 48 5. Res. 60-14 - Mrs. Bevins(By Req.) - Expansion of Residential Parking Area - "B" - Southland Hills - Towson

**JAMES JOHNSON, CHIEF, POLICE DEPARTMENT**

- 50 10. Grant - Mrs. Bevins(By Req.) - Dundalk Renaissance Corporation - FY15 Dundalk Renaissance Youth Empowerment Project

Bill 42-14

Council District(s) All

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**Mrs. Bevins**

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**Zoning Regulations – Signs**

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Bill 42-14 exempts certain legally nonconforming signs from the provisions of the Zoning Regulations that generally require such signs to be brought into compliance with the sign regulations or removed by the owner.

In 1997, the County Council passed Bill 89-97, which repealed sign regulations that had been in effect for decades and adopted comprehensive sign regulations designed to, among other things, require removal of excess signage and to eliminate and restrict signs which would constitute a potential or actual distraction to the safe operation of motor vehicles or safe passage of pedestrians, including all legally nonconforming signs. In particular, the bill provided that all legally nonconforming signs could continue to exist for a period of 15 years from the effective date of the bill (October 19, 1997), and at such time thereafter the sign would either have to be in compliance with the regulations or be removed, irrespective of the specific facts and circumstances applicable to the sign's lawful placement or contribution to the overall economic development of the area.

In the 15 years since the passage of Bill 89-97, the County Council has reviewed and reconsidered the impact of the prior compliance or abatement policy, and finds that requiring removal of certain legally nonconforming signs, especially those that were erected more than 50 years ago along numbered U.S. highways in the County, would alter the unique nature and economic significance these signs have with their businesses and settings. In Bill 89-97, an amendment was added to exempt enterprise signs in residential zones and temporary signs from the aforementioned compliance or abatement provisions. Similarly, Bill 42-14 would also exempt legally nonconforming signs erected prior to 1960 along numbered U.S. highways.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 42-14 shall take effect on August 18, 2014, and shall be applied retroactively to legally nonconforming signs as specifically provided in the Act.

**Bill 44-14****Council District(s) All**

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**Mr. Marks**

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**Signs**

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Bill 44-14 amends certain provisions of the sign regulations.

First, the bill alters the definition of a “Canopy” to include a fixed, roof-like structure which projects “over an entrance to a building that may or may not” provide shelter over an entrance or walkway. It also includes the provision that a sign attached to the face or on top of the canopy may extend above the vertical face of the canopy, but may not generally extend above the roof line of a building unless otherwise permitted by the sign regulations.

Second, the bill amends the Table of Sign Regulations, Permanent Signs for Enterprise Signs by including provisions to allow certain canopy signs – depending on structural type, zone or use, and size – to extend a specified number of feet above the face of the canopy, or to extend more than the specified number of feet with a finding of compatibility by the Director of Planning. The bill also amends the Table of Sign Regulations, Permanent Signs for Joint Identification Signs by adding “canopy” as a structural type and by providing that canopy signs may extend 4 feet above the face of the canopy but may not display the names of tenants or occupants, and may extend more than 4 feet with a finding of compatibility by the Director of Planning.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 44-14 shall take effect on August 18, 2014.

**Bill 45-14 (Supplemental Appropriation)**

**Council District(s) All**

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

**Circuit Court**

**Family Employment and Support Program**

The Administration is requesting a supplemental appropriation of state and federal funds totaling \$82,535 to the Child Support Services Gifts and Grants Fund program to increase the amount appropriated to the actual amount of the grant award. The funds will be used for the salary and benefits of the Child Support Services' Family Employment and Support Program's full-time (35 hours-per-week) chief employment coordinator.

**Fiscal Summary**

<b>Funding Source</b>	<b>Supplemental Appropriation</b>	<b>Current Appropriation</b>	<b>Total Appropriation</b>
<b>County</b> <sup>(1)</sup>	--	\$ 25,000	\$ 25,000
<b>State</b> <sup>(2)</sup>	\$ 46,660	18,000	64,660
<b>Federal</b> <sup>(3)</sup>	35,875	111,800	147,675
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 82,535</u>	<u>\$ 154,800</u>	<u>\$ 237,335</u>

<sup>(1)</sup> Local Share Program, which will be used to meet the required cash match.

<sup>(2)</sup> Maryland Administrative Office of the Courts, Family Services Division fees collected by the Circuit Court, which will be used to meet the required cash match.

<sup>(3)</sup> U.S. Department of Health and Human Services funds passed through the Maryland Department of Human Resources, Child Support Enforcement Administration.

**Analysis**

Child Support Services works within the County's Circuit Court to increase the accountability and employment opportunities for non-custodial parents who owe child support. Child Support

Services operates the Family Employment and Support Program (FESP), which combines Court oversight, case management, and employment referral and training to help ensure that non-custodial parents who have been delinquent with child support payments are providing their children adequate financial support. The Circuit Court advised that FESP served approximately 276 clients in FY 2014 and expects to serve 300 clients in FY 2015.

The proposed \$82,535 supplemental appropriation will be used for the salary and benefits of the FESP's full-time (35 hours-per-week) chief employment coordinator.

The FY 2014 Adopted Operating Budget included a \$154,800 appropriation to the Child Support Services Gifts and Grants Fund program based on the estimated amount of the grant award at the time the Circuit Court submitted its budget request to the Office of Budget and Finance. Accordingly, this bill appropriates the additional \$82,535 to the Child Support Services Gifts and Grants Fund program, increasing the total appropriation to \$237,335.

The grant period is October 1, 2013 through September 30, 2014. The grant requires the County to provide a cash match totaling \$89,660, which the Circuit Court plans to meet with fees collected by Baltimore County on behalf of the Circuit Court, Family Services Division (\$64,660) and Local Share Program funds (\$25,000).

With the affirmative vote of five members of the County Council, Bill 45-14 will take effect August 14, 2014.

FM-1 (Contract Addendum)

Council District(s) 6

Department of Public Works

Modification of Final Design – Additional Reservoir

The Administration is requesting a third addendum to a contract with Gannett Fleming, Inc. to provide additional engineering services for the final design of the Fullerton Reservoir project due to major design revisions to include three rather than two reservoirs as originally proposed. The addendum increases the maximum compensation by \$1,190,619, from \$1,052,725 to \$2,243,344, for the entire term of the contract, which continues until services are completed. The contract commenced in August 2000. See Exhibit A.

Fiscal Summary

<b>Funding Source</b>	<b>Contract Addendum</b>	<b>Current Maximum Compensation</b>	<b>Amended Maximum Compensation</b>
<b>County</b> <sup>(1)</sup>	\$ 1,190,619	\$ 1,052,725	\$ 2,243,344
<b>State</b>	--	--	--
<b>Federal</b>	--	--	--
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 1,190,619</u> <sup>(2)</sup>	<u>\$ 1,052,725</u>	<u>\$ 2,243,344</u> <sup>(3)</sup>

<sup>(1)</sup> Capital Projects Fund (Metropolitan District).

<sup>(2)</sup> Additional compensation for the entire contract term, which continues until services are completed.

<sup>(3)</sup> Maximum compensation for the entire contract term.

Analysis

The Fullerton Reservoir project is necessary to provide additional distribution (water) storage for the eastern portion of Baltimore County. Since August 2000, Gannett Fleming, Inc. has been working on the project design. Under the original plan, the project was to consist of two covered

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water reservoirs having a combined working volume of 32 million gallons and a combined reserve volume of 8 million gallons. The reservoirs were to connect to the Fullerton Water Transmission Main and provide uniform pressure to the Fullerton Water Pumping Station.

The Department advised that in 2012, Baltimore City, the agency responsible for approving the reservoir and future filtration plant, unexpectedly informed the County that three reservoirs would be required at the Fullerton Reservoir site rather than two. The City's justification for the additional reservoir was that the future filtration plant must be capable of operating at capacity if one reservoir was temporarily out of service for maintenance. This decision was made after design costs were incurred for the original two-reservoir plan. The Department also advised that changing the design from two to three reservoirs requires a complete redesign of the site layout, site piping and environmental permitting approvals. However, the contractor will attempt to incorporate some of its previous work in the new design.

The Department advised that in addition to the project delays resulting from the revised design requirements, it was not until last year that Baltimore City and Baltimore County reached a final cost-share agreement. Under the agreement, the City is responsible for funding approximately 56.7% of the \$67.4 million estimated project costs (including \$65.0 million in construction costs), or \$38.2 million, and the County will be responsible for funding the remaining \$29.2 million.

The Department advised that the three reservoirs will have a combined volume of 62 million gallons and will provide storage of potable water to approximately 145,000 County residents and partial water service to approximately 170,000 City residents; it will also provide uniform pressure to the Fullerton Water Pumping Station, serving additional County and City residents. The Department anticipates that construction of the reservoir project will begin in summer/fall 2015 and will be completed by fall 2018; Baltimore City anticipates construction of the water filtration plant will begin in 2018 and will be completed in 2022.

The proposed addendum is necessary to provide additional compensation to fund the engineering services necessary for the requisite redesign. The Department advised that expenditures to date under the current contract total \$980,319.

On August 7, 2000, the Council approved the original 7-year contract with Gannett Fleming, Inc. totaling \$848,469 to prepare preliminary and final designs, and provide construction phase engineering services for the Fullerton Reservoir project. On March 29, 2004, the Administrative

Officer approved the first addendum (7-day letter correspondence) to increase funding by \$114,107 to \$962,576, for design and construction work not provided for under the original agreement. On July 2, 2007, the Council approved a second addendum to increase the maximum compensation by \$90,149 to \$1,052,725, and to extend the term until the contractor completed all required engineering services. This proposed third addendum increases the maximum compensation by \$1,190,619 to \$2,243,344 for the entire term of the contract, which continues until services are completed. The addendum also incorporates the contractor's supplemental proposal for the additional work, revised insurance certificate, and MBE/WBE forms. All other terms and conditions remain unchanged.

Services are being 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 are within established County limits.

On February 25, 1998, the Professional Services Selection Committee (PSSC) selected the contractor to provide a preliminary study of the Fullerton Reservoir project based on experience and qualifications and continued with the same contractor for the design and construction phases of the project. On October 5, 1998, the Council approved a 1-year contract with the contractor totaling \$202,112 to provide the preliminary study services (e.g., hydraulic, storage and tank siting studies) related to the reservoir 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  
TOTAL BUDGET AGREEMENT – AMENDMENT #3  
GANNETT FLEMING, INC.  
JOB ORDER 231-203-0036-A021; MASTER AGREEMENT 00000098  
FULLERTON RESERVOIR

The Project

This project is necessary to provide additional distribution storage for the eastern portion of Baltimore County. Three (3) reservoirs are proposed, and they will have a combined volume of 62.0-million gallons. The reservoirs will connect to the existing 96-inch/84-inch Fullerton Water Transmission Main, will provide storage of potable water to serve approximately 145,000 residents in Baltimore County, and will provide partial water service to approximately 170,000 residents in Baltimore City. Finally, the reservoirs will provide uniform pressure to the Fullerton Water Pumping Station serving additional residents in Baltimore County and Baltimore City. The current construction cost estimate of the project is \$65,000,000.00; Baltimore City is responsible for funding 56.6774-percent (56.6774%) of the construction costs.

Background

The Fullerton Site was purchased over fifty (50) years ago by Baltimore City and Baltimore County for the purpose of developing the Fullerton Water Filtration Plant, the Fullerton Reservoir, and the Fullerton transmission facilities to augment the finished water supply to the Baltimore Water System. A 108-inch/96-inch line supplying raw water from the Susquehanna River to the site was constructed between 1962 and 1965. The 96-inch/84-inch Fullerton (Finished) Water Transmission Main was completed in 1998 and the Fullerton Water Pumping Station was completed in 1999. Construction for this reservoir project is expected to begin Summer/Fall 2015 and be completed Fall 2018. Current projections provided by Baltimore City for the water filtration plant have construction beginning in 2018 and completing in 2022.

The consultant, Gannett Fleming, Inc., was selected by the Professional Services Selection Committee (PSSC) on February 25, 1998. Six (6) firms submitted an expression of interest for this project, originally identified as Project 97-15. The other five (5) firms that submitted interest were:

- Buchart-Horn, Inc.
- KCI Technologies, Inc.
- Rummel, Klepper & Kahl, LLP
- Whitman, Requardt & Associates, LLP
- Riemer Muegge/Hazen & Sawyer, Joint Venture

Three (3) firms were disqualified by the PSSC; Gannett Fleming, Inc. was chosen by the PSSC from the short list of three (3) remaining firms.

Gannett Fleming completed a Study/Report for this project in 2000 under a separate agreement and has been working on Design for this project since 2000 under this current agreement. Through no fault of Gannett Fleming, design of Fullerton Reservoir has been delayed twice for multiple-year periods as follows:

- Design of Fullerton Reservoir was put on “hold” after Baltimore City decided to hire the joint venture engineering team of Gannett Fleming and Malcolm Pirnie to provide a Project Development Report, including a pilot plant and concept plans, for the future Fullerton Water Filtration Plant. Recognizing the need to integrate the hydraulics of Fullerton Reservoir with the hydraulics of the filtration plant, Baltimore County concurred with Baltimore City’s recommendation to delay design of Fullerton Reservoir until concepts for the filtration plant were developed.
- Following completion of the above mentioned Project Development Report for the filtration plant, Baltimore County reactivated design of Fullerton Reservoir. However, Baltimore County was forced to put the design on “hold” again because Baltimore City became recalcitrant in agreeing to cost sharing for the reservoir project. With a current construction cost estimate of \$65,000,000.00, of which Baltimore City is responsible for 56.6774-percent (56.6774%), Baltimore County determined it was fiscally irresponsible to proceed any further with the project until a cost share agreement was in place. Baltimore City finally agreed to cost sharing for the project just last year.

#### Justification for Amendment

The original scope of services for this project, dating back to 2000, was predicated upon designing two (2) reservoirs and associated site work, piping, and support facilities for the Fullerton Reservoir project. However, Baltimore City, as the agency responsible for approving both the reservoir and future filtration plant, informed Baltimore County in 2012 that they (City) determined three (3) reservoirs were required at Fullerton instead of two (2). (Their justification was that the future filtration plant must be capable of operating at capacity even with one (1) reservoir temporarily out of service for maintenance.)

Changing the design from two (2) reservoirs to three (3) reservoirs requires a complete redesign of the site layout, site piping, and environmental permitting approvals. Additionally, since design began in 2000, new environmental permitting requirements have been instituted by various agencies. Currently, Gannett Fleming is continuing with Final Design but only \$90,963.44 remains available to pay for their design services. This amount clearly is insufficient to fund the engineering services necessary for the requisite redesign.

As mentioned at the beginning of this document, the Fullerton Reservoir project is necessary to better serve consumers in the eastern portion of Baltimore County. Additionally, Baltimore County has made a commitment to Baltimore City to complete the Fullerton Reservoir project as soon as possible so as to assist the City with their own water system projects (of which Baltimore County shares in the costs). The most cost effective and timely way to complete final design and provide construction phase engineering services for the Fullerton Reservoir is to amend the current total budget agreement with Gannett Fleming, Inc. The services they provide are exemplary; and their knowledge of this project is unparalleled with respect to site constraints, hydraulics, environmental permitting requirements, and Baltimore City approvals.

#### MBE/WBE Goals and Compliance

##### 1. *Goals:*

The original agreement predates any MBE/WBE goals or requirements pertaining to engineering contracts. As such, there are no MBE/WBE goals for the existing contract. This

amendment for approval will satisfy the current Baltimore County composite MBE/WBE goal of twenty percent (20%) as follows:

Total Amendment Price:	\$1,190,618.59	
MBE	216,155.53	18.15% Phoenix Engineering, Inc.
MBE	15,000.00	1.26% Findling, Inc.
MBE	26,757.12	2.25% DaccoSci, Inc.
MBE	12,855.05	1.08% Transviron, Inc.
Prime	919,850.89	77.26%

2. *Compliance (to date):*

Not applicable; as mentioned above, current agreement predates any MBE/WBE goals or requirements.

The Consulting Agreements

The consultant, Gannett Fleming, Inc., was selected by the Professional Services Selection Committee on February 25, 1998.

1<sup>st</sup> Agreement: Approved by the County Council – 10/5/98

Scope: Prepare a study and report with guidelines for design of the reservoir.

Professional Fee:	\$177,729.34
Other Direct Costs:	24,382.50
Total:	\$202,111.84

2<sup>nd</sup> Agreement: Approved by County Council – 8/11/00

Scope: Provide preliminary design, final design, and construction phase engineering services for two (2) reservoirs.

Professional Fee:	\$743,187.50
Other Direct Costs:	105,281.97
Total:	\$848,469.47

1<sup>st</sup> Amendment to 2<sup>nd</sup> Agreement: Approved by Administrative Officer – 3/29/04

Scope: Modify final design to incorporate new stormwater management provisions enacted by MDE and DEPRM. Also, modify final design to incorporate new disinfection requirements enacted by Baltimore City.

Professional Fee:	\$109,506.50
Other Direct Costs:	4,600.00
Total:	\$114,106.50

2<sup>nd</sup> Amendment to 2<sup>nd</sup> Agreement: Approved by County Council – 7/2/07

Scope: Modify final design to incorporate new telemetry, electrical, and security requirements enacted by Baltimore City. Modify construction cost estimates and provide recommendations for a cost share agreement with Baltimore City.

Professional Fee:	\$88,874.09
Other Direct Costs:	1,275.00
Total:	\$90,149.09

This Amendment to 2<sup>nd</sup> Agreement: For Council Approval – 8/4/14

Scope: Modify (redesign) final design of site work, piping, support facilities, and environmental approval submittals to incorporate three (3) reservoirs instead of two (2) reservoirs as originally proposed.

Professional Fee:	\$915,855.89
Other Direct Costs:	274,762.70
Total:	\$1,190,618.59

Total 2<sup>nd</sup> Agreement Fees:

Professional Fee:	\$1,857,423.98
Other Direct Costs:	385,919.67
Total:	\$2,243,343.65

GRM:bjk

5/16/14

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Prepared by: Department of Public Works

FM-2 (Contract)

Council District(s) All

**Department of Public Works**

**Assistance with Preservation, Improvement and Management –  
Quality of Air and Water Resources**

The Administration is requesting approval of a contract with Maryland Environmental Service (MES) to provide specialized technical, environmental, and Geographic Information Systems (GIS) support services to fulfill the County’s Watershed Implementation Plan (WIP) goals and other environmental objectives in order to comply with the Clean Water Act. The contract commences upon Council approval and continues through June 30, 2018. Compensation may not exceed \$6,000,000 for the entire approximate 3-year and 11-month term. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 6,000,000	<sup>(1)</sup> Stormwater Management Fund (Stormwater Remediation Fees).
<b>State</b>	--	
<b>Federal</b>	--	<sup>(2)</sup> Maximum compensation for the entire approximate 3-year and 11-month term.
<b>Other</b>	--	
<b>Total</b>	<u>\$ 6,000,000</u> <sup>(2)</sup>	

**Analysis**

MES will provide specialized support services that will assist the County with the preservation, improvement, and management of the County’s air, land, and water resources; encourage reductions in the amount of waste generated and discharged into the environment; and promote the health and welfare of County residents. Services will include environmental management/compliance support; environmental planning and engineering; environmental construction; GIS technology support; data management technical support; GPS-guided mapping; and training

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and hardware procurement. The contractor may provide other related services as requested by the County. Services will support the County's compliance with environmental laws, including those related to drainage, stormwater management, TMDLs (Total Maximum Daily Loads) and NPDES (National Pollutant Discharge Elimination System) MS4 discharge permit mandates, erosion and sediment control, stream stabilization, and small stream crossings within County rights-of-way. Work will be performed on a task-order basis at the County's request and prices will be established through direct negotiation. The Department advised that the County does not currently have on site and sufficient staff with the skills required to perform these services.

The Department advised that these services are needed to continue the implementation of the County's WIP, which governs the County's management and reduction of stormwater runoff pollutant levels, and to help the County meet its permit requirements and other environmental standards, such as those established in 2012 under the State's Stormwater Management Watershed Protection and Restoration Program. 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 commences upon Council approval and continues through June 30, 2018. Compensation may not exceed \$6,000,000 for the entire approximate 3-year and 11-month term. Funding will be provided from stormwater remediation fees collected by the County. The County may terminate the agreement by providing 30 days prior written notice.

The Department advised that the agreement was awarded on a non-competitive basis because MES provides specialized services needed for compliance with Federal and State stormwater mandates.

In 1970, the Maryland General Assembly created MES in order to provide solid waste disposal services, waste purification, and water supply monitoring at competitive rates and in compliance with State laws, regulations, and policies governing air, land, and water pollution. MES has a unique structure that allows it to operate as both an agency of government and a nonprofit utility. MES is self-supporting and does not receive general funds directly from the State. Baltimore County and MES have had an ongoing contractual relationship since 1973.

The County also contracts with MES for solid waste services and other purposes under several other agreements. The Department advised that the proposed new contract, which is to be funded with revenues generated by stormwater management fees, will not be used to cover costs incurred for services presently contracted (e.g., solid waste 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....”

## EXECUTIVE SUMMARY

### **Operational and technical services to fulfill the County's Watershed Implementation Plan goals and other associated environmentally-based objectives**

#### The Project

This proposed contract is for the provision of operational and technical services to fulfill the County's Watershed Implementation Plan goals and other associated environmentally-based objectives. Maryland Environmental Service will provide inspection, monitoring, technical, GIS, mapping, construction, and maintenance services for the development and on going operation related to best management practices for water quality initiatives.

Maryland Environmental Service Environmental Monitoring staff may conduct comprehensive program management of environmental sampling, system operations, strategic planning and remediation, develop environmental management programs to help meet environmental regulations. Provide laboratory capabilities and perform compliance assistance and reporting. Provide life-cycle stormwater expertise for Counties and municipalities facing the demands of new stormwater regulations.

MES will provide planning, maintenance and reporting including BMP assessment and planning, Stormwater BMP inspection, wet-weather compliance sampling, laboratory analysis and compliance reporting, BMP installation, sediment removal and erosion control preventative maintenance, customized compliance and inspection tracking applications, preparation of Stormwater Pollution Prevention Plans (SWPPP), Spill Prevention, Control and Countermeasures Plans (SPCC).

Maryland Environmental Service will provide geographic information systems (GIS) technology to understand and manage a wide range of environmental problems. MES will utilize GIS technologies to increase efficiency and to track routine maintenance and problems associated with Baltimore County stormwater management system. GIS technicians will collect coordinates of each stormwater structure in the County and create a database that could be used by County personnel to track the maintenance history of each structure. MES GIS staff will help develop applications and databases, generate field maps and conduct assessments of operational procedures. MES can offer GIS liaisons to work on-site at Baltimore County.

MES will provide wetland and forest stand delineation, restoration and creation. MES will provide environmental assessment and remediation, natural resource management and outreach and educational services.

### The Fee Proposal

Maryland Environmental Service (MES) was recommended by the Departments of Public Works and Environmental Protection and Sustainability. MES, pursuant to the Maryland Environmental Service Act, Title 3, subtitle 1, Maryland Natural Resources Code Annotated, is authorized to provide public and private instrumentalities with services that will assist with the preservation, improvement and management of the quality of air, land and water resources.

The contract will be written to for a value not to exceed Six Million Dollars (\$6,000,000.00) and shall terminate on June 30, 2018. Both Baltimore County and MES may agree to execute an amendment to the agreement in writing, prior to the termination date that changes the termination date of this agreement.

Scope: Provide operational and technical services to fulfill the County's Watershed Implementation Plan goals and other associated environmentally-based objectives.

Amount: \$6,000,000.00

**FM-3 (Contract)**

**Council District(s) All**

**Department of Planning**

**Outreach and Education of Lead Hazard Reduction**

The Administration is requesting approval of a contract with the Coalition to End Childhood Lead Poisoning, Inc. T/A Green & Healthy Homes Initiative to provide public outreach and education for the County's lead remediation program. The contract commences upon Council approval and continues through July 31, 2016 with the option to extend the term an additional 90 days. Compensation may not exceed \$208,000 over the entire approximate 2-year and 3-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> U.S. Department of Housing and Urban Development (HUD) funds.
<b>State</b>	--	
<b>Federal</b> <sup>(1)</sup>	\$ 208,000	<sup>(2)</sup> Maximum compensation for the entire approximate 2-year and 3 month term, including the extension period.
<b>Other</b>	--	
<b>Total</b>	<u>\$ 208,000</u> <sup>(2)</sup>	

**Analysis**

The purpose of the Lead Hazard Reduction Demonstration Grant program is to create lead-safe housing units and educate the public about the dangers of lead poisoning in children. As part of this program, the contractor will perform 225 post-remediation education sessions with property owners who have received grant funding to remediate lead hazards; the education sessions will include reviewing the completed lead hazard remediation measures, the results of post-remediation inspections, and ongoing lead hazard maintenance plans with the property owners.

The contractor will also provide 225 post-remediation cleaning kits to property owners to maintain lead safety over time; conduct at least 100 public outreach and education efforts in targeted County areas to inform attendees of the dangers of lead paint and of funding opportunities for remediation; and assist in the development of a comprehensive marketing strategy to increase the number of property owners applying for grants for remediation.

The contract commences upon Council approval and continues through July 31, 2016 with the option to extend the term an additional 90 days on the same terms and conditions. Compensation may not exceed \$208,000 over the entire approximate 2-year and 3-month term, including the extension period. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract through a competitive procurement process based on experience, qualifications, and low bid from two bids received.

On November 4, 2013, the Council approved a supplemental appropriation totaling \$3 million to the Lead Hazard Reduction Demonstration Grant program for the 3-year period August 1, 2013 through July 31, 2016. The Department advised that as of June 12, 2014, 633 risk assessments have been completed since the inception of the County's lead remediation program in July 2010.

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 Department of Planning received a \$3,000,000 Lead Hazard Reduction Demonstration grant from HUD's Office of Healthy Homes and Lead Hazard Control to make 225 housing units lead safe for children under the age of 6. Important components of the grant are outreach and education. The Coalition to End Childhood Lead Poisoning, Inc. will provide this outreach and education.

The services to be performed by the Coalition under the contract are as follows:

- 1) perform 225 post remediation education sessions with property owners who have received Lead Safe Baltimore County funding
- 2) provide 225 post remediation cleaning kits to property owners who have received grant funding
- 3) conduct outreach and education events in Baltimore County target areas
- 4) assist in the development of a comprehensive marketing strategy to drive more applicants to the application process
- 5) participate in any programmatic meeting, conference call, etc. as needed by the Lead Safe Baltimore County program
- 6) provide quarterly reports to the Department of Planning describing the education and outreach progress including specific event data.

**FM-4 (2 Contracts)**

**Council District(s) All**

**Department of Environmental Protection and Sustainability**

**Professional Engineering Services – Shoreline Erosion**

The Administration is requesting approval of two contracts to provide on-call consulting services for various shoreline erosion and enhancement projects throughout the County. The two contractors are EA Engineering, Science, and Technology, Inc. and Moffatt and Nichol, Inc., d/b/a Moffatt and Nichol. The contracts commence upon Council approval, continue for five years, and will automatically renew for two additional 1-year periods. The contracts do not specify a maximum compensation for the initial 5-year term. Compensation for each contractor may not exceed \$750,000, for a combined maximum compensation of \$1.5 million, for the entire 7-year term, including the renewal periods. See Exhibits A and B.

**Fiscal Summary**

<b>Funding Source</b>	<b>Combined Maximum Compensation</b>	<b>Notes</b>
<b>County</b>	*	* The source of funding could be County or State; project costs will be paid from the Capital Projects Fund (County Bonds, Stormwater Remediation Fees, State Waterway Improvement funds).
<b>State</b>	*	
<b>Federal</b>	--	(1) Maximum compensation for both contractors combined (\$750,000 per contractor) for the entire 7-year term, including the renewal periods. The contracts do not specify a maximum compensation for the initial 5-year term.
<b>Other</b>	--	
<b>Total</b>	<u>\$ 1,500,000</u> (1)	

**Analysis**

The contractors will provide on-call consulting services for various shoreline erosion and enhancement projects throughout the County. Services will include planning, permitting, and design of various shoreline erosion control and enhancement projects; conducting topographic and hydrographic surveys; and providing geotechnical, construction management, and invasive

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species control services. The Department advised that these services are needed to continue the implementation of the County's Waterway Restoration Program and to assist in ensuring the County's compliance with the Chesapeake Bay TMDLs (Total Maximum Daily Loads) and NPDES (National Pollutant Discharge Elimination System) MS4 discharge permit mandates and the Stormwater Remediation Program. 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 contracts commence upon Council approval, continue for five years, and will automatically renew for two additional 1-year periods unless the County provides notice of non-renewal. The contracts do not specify a maximum compensation for the initial 5-year term. Compensation for each contractor may not exceed \$750,000, for a combined maximum compensation of \$1.5 million, for the entire 7-year term, including the renewal periods. The County may terminate the agreements by providing 30 days prior written notice.

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 must be within established County limits.

The contracts stipulate that should work be performed under the September 20, 2005 consent decree, the contractors shall be liable for payment of penalties charged to the County for failure by the contractors 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 the contractors 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 two contractors from four responsive submittals based on experience and qualifications.

On April 18, 2005, the Council approved a 7-year contract not to exceed \$1.0 million with Bayland Consultants and Designers, Inc. to provide similar services. In addition, 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 Department advised that since the expiration of these contracts,

costs totaling \$825 have been incurred under the Andrews Miller and Associates, Inc. contract for projects that were started but not completed prior to the contract's expiration; no new projects have been started since the expiration of these contracts.

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...."

ON-CALL SHORELINE EROSION CONTROL AND ENHANCEMENT  
PROFESSIONAL SERVICES CONTRACT  
EA ENGINEERING, SCIENCE AND TECHNOLOGY, INC.

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**EXECUTIVE SUMMARY**

Approval is requested for a professional services contract with EA Engineering, Science and Technology, Inc. (EA) of Hunt Valley, Maryland to provide consulting services for various shoreline erosion and enhancement projects throughout Baltimore County. These services are needed in order to continue to implement Baltimore County's waterway restoration program. This will assist to ensure Baltimore County is in compliance with the Chesapeake Bay TMDLs and NPDES, Municipal Separate Storm Sewer System Discharge permit (MS4) and the Stormwater Remediation Program. The Scope of Work for the projects to be completed under this contract will include one or more of the following components:

- Planning, permitting and design of various shoreline erosion control and enhancement projects
- Wetland creation and ecological restoration design services
- Topographic and hydrographic surveys
- Geotechnical services
- Construction management and inspection and post-construction monitoring
- Invasive species control

EA was one of two firms selected by the Professional Services Selection Committee on March 10, 2014 for Professional On-Call Shoreline Erosion Control and Enhancement Design Services. Two of the six firms that submitted DPW 102 Forms or Federal Standard Form 255 were deemed unresponsive. The four remaining firms were ranked based on:

- Prior experience in coastal engineering, tidal dynamics, aquatic/estuarine ecology and soil and plant science
- Staff capabilities and project experience in shoreline erosion control and enhancement
- Staff capabilities and project experience with regard to bathymetric, geotechnical and GIS services

The upset limit for this contract is \$750,000.

**ON-CALL SHORELINE EROSION CONTROL AND ENHANCEMENT  
PROFESSIONAL SERVICES CONTRACT – MOFFATT AND NICHOL ENGINEERS**

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**EXECUTIVE SUMMARY**

Approval is requested for a professional services contract with Moffatt & Nichol of Baltimore, Maryland to provide consulting services for various shoreline erosion and enhancement projects throughout Baltimore County. These services are needed in order to continue to implement Baltimore County's waterway restoration program. This will assist to ensure Baltimore County is in compliance with the Chesapeake Bay TMDLs and NPDES, Municipal Separate Storm Sewer System Discharge permit (MS4) and the Stormwater Remediation Program. The Scope of Work for the projects to be completed under this contract will include one or more of the following components:

- Planning, permitting and design of various shoreline erosion control and enhancement projects
- Wetland creation and ecological restoration design services
- Topographic and hydrographic surveys
- Geotechnical services
- Construction management and inspection and post-construction monitoring
- Invasive species control

Moffatt and Nichol was one of two firms selected by the Professional Services Selection Committee on March 10, 2014 for Professional On-Call Shoreline Erosion Control and Enhancement Design Services. Two of the six firms that submitted DPW 102 Forms or Federal Standard Form 255 were deemed unresponsive. The four remaining firms were ranked based on:

- Prior experience in coastal engineering, tidal dynamics, aquatic/estuarine ecology and soil and plant science
- Staff capabilities and project experience in shoreline erosion control and enhancement
- Staff capabilities and project experience with regard to bathymetric, geotechnical and GIS services

The upset limit for this contract is \$750,000.

**FM-5 (Contract)**

**Council District(s) All**

**Office of Law**

**Internet Legal Research Database**

The Administration is requesting approval of a subscriber agreement with West Publishing Corporation d/b/a West, a Thomas Reuters business, to provide Internet legal research services for the Office of Law, the County Council, and the Police Department. The agreement commences upon Council approval and continues until August 3, 2017. Compensation may not exceed \$140,491 for the entire 3-year term.

**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 140,491	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> Maximum compensation for the entire 3-year term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 140,491</u> <sup>(2)</sup>	

**Analysis**

The contractor will provide up to 30 users (24 from the Law Office, 4 from the Police Department, and 2 from the County Council) the ability to perform extensive legal research over the Internet. The Office advised that the proposed subscriber agreement will replace the existing agreement with the same contractor because the County was able to secure a more favorable pricing structure. The proposed subscriber agreement also adds Norton's Bankruptcy database to the services provided under the existing agreement.

The agreement commences upon Council approval and continues until August 3, 2017. Compensation may not exceed \$140,491 for the entire 3-year term. At each anniversary date the monthly rate will increase by 2%, as follows:

<u>Period</u>	<u>Monthly Rate</u>	<u>Annual Rate</u>	<u>Increase</u>
August 4, 2014 – August 3, 2015	\$3,825.50	\$ 45,906	5% *
August 4, 2015 – August 3, 2016	\$3,902.01	\$ 46,824	2%
August 4, 2016 – August 3, 2017	\$3,980.05	\$ 47,761	2%
	Total	<u>\$140,491</u>	

\* 5% increase over current monthly rate of \$3,641.88.

The agreement provides that each “Westlaw” user is required to have his or her own password. The agreement further provides that any additional services not included in the guaranteed monthly rate will be billed separately. The agreement states that the County agrees not to exercise its right to terminate this agreement unless there is a material breach by West.

The current subscriber agreement with West commenced April 1, 2002 and continues through April 30, 2015, as amended. Compensation under the current agreement may not exceed \$442,245 for the entire 13-year and 1-month term. As previously noted, due to securing a more favorable pricing structure, the proposed agreement will replace the current agreement upon its approval.

The Office advised that the agreement was awarded on a sole-source basis due to the proprietary nature of the Key Index System that allows faster and easier Internet research.

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-6 (3 Contract Amendments)

Council District(s) All

**Department of Health and Human Services**

**Individual, Family, and Group Behavioral Health Services**

The Administration is requesting amendments to three contracts to continue to provide individual, family, and group behavioral health services for County residents. The three contractors are Dundalk Youth Services Center, Inc., Lighthouse, Inc., and Center for Progressive Learning, Inc. d/b/a First Step. The current contracts expired June 30, 2014. The amendments extend the contracts by an additional 1-year period (July 1, 2014 through June 30, 2015) and increase the total estimated compensation for all contractors combined by \$404,648, from \$2,109,871 to \$2,514,519, for the entire 6-year term, including the extension period. See Exhibit A for each contract's amended compensation.

**Fiscal Summary**

<b>Funding Source</b>	<b>Contract Amendment</b>	<b>Current Total Compensation</b>	<b>Amended Total Compensation</b>
<b>County</b> <sup>(1)</sup>	\$ 119,956	\$ 599,780	\$ 719,736
<b>State</b> <sup>(2)</sup>	284,692	1,510,091	1,794,783
<b>Federal</b>	--	--	--
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 404,648</u> <sup>(3)</sup>	<u>\$ 2,109,871</u>	<u>\$ 2,514,519</u> <sup>(4)</sup>

<sup>(1)</sup> Local Share Program, which will be used to meet the required cash match.

<sup>(2)</sup> Maryland Governor's Office for Children funds passed through the Baltimore County Local Management Board.

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

<sup>(4)</sup> Estimated compensation for all contractors combined for the entire 6-year term, including the extension period.

### Analysis

The contractors will continue to provide family counseling services, which include formal and informal counseling sessions, information and referrals to community services, crisis intervention, and substance abuse assessment and referrals. The agreements require the contractors to promote community awareness of their services and to provide services during convenient hours in a manner that is accessible to the community.

The Local Management Board (LMB) advised that with the exception of clients referred by the Department of Juvenile Services, clients may be charged a fee for services according to a sliding scale based on family income. The contractors may retain these fees to support their program operations. The LMB advised that each contractor is expected to serve at least 60 clients in FY 2015.

The proposed amendments are necessary since the current contracts expired June 30, 2014. The LMB advised that a solicitation for new contracts was released in March 2014. However, the solicitation did not result in an award and the 1-year extension will allow time needed to solicit new contracts for services. The LMB further advised that each contractor received \$25,000 on July 1, 2014.

On June 1, 2009, the Council approved the original 5-year contracts, which commenced July 1, 2009. The LMB advised that the County has expended \$2,109,871 under the contracts for these services as of July 17, 2014, not including the \$75,000 paid on July 1, 2014 under the proposed amendments.

The proposed amendments extend the contracts by an additional 1-year period (July 1, 2014 through June 30, 2015) and increase the total estimated compensation for all contractors combined by \$404,648, from \$2,109,871 to \$2,514,519, for the entire 6-year term including the extension period. Compensation for the additional 1-year period may not exceed \$154,144, \$123,527, and \$126,978 for Dundalk Youth Services Center, Inc., Lighthouse, Inc., and First Step, respectively. Compensation includes the amount of State grants funds received plus a minimum 25% County match. All other terms and conditions remain the same. The County may terminate the agreements by providing 30 days prior written notice.

The original contracts were awarded on a sole-source basis because these contractors were State-designated. The Department advised that the contractors have provided these services to the County since 1995.

The County's Procurement Affidavit requires potential contractors to indicate whether they are in good standing with the State of Maryland. State Department of Assessments and Taxation (SDAT) records as of July 22, 2014 indicate that Lighthouse, Inc. is not in good standing. A contractor is deemed to be in good standing if all reports, filings, and penalties due to SDAT are up-to-date and paid and the entity has a valid, active resident agent. The Office of Budget and Finance advised that SDAT currently has a backlog of paperwork causing many organizations to show they are not in good standing. The Office also advised that SDAT does not have a timetable for when this issue will be resolved. The LMB further advised that the contractor is in the process of resolving the issue that caused the loss of good standing status with SDAT.

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, the proposed contract amendments commenced July 1, 2014. This situation may constitute a violation of the aforementioned section of the County Charter since the contract amendments commenced prior to Council approval.

## Executive Summary

The Youth Service Bureaus provide individual, family and group behavioral health services as well as substance abuse screening, information and referral, and crisis intervention/suicide prevention services. The Governor's Office for Children provides State funds to the County's Local Management Board for distribution to the entities certified by the Maryland Department of Juvenile Services as a "youth service bureau" and the County provides matching funding.

The term of the contracts is for one year, FY 2015. The specific amounts of the contracts are as follows:

Dundalk YSB: State funding: \$108,183; County funding: \$45,961; Total funding: \$154,144

Center for Progressive Learning dba First Step: State funding: \$85,407.50; County funding: \$41,570; Total funding: \$126,977.50

Lighthouse, Inc.: State funding: \$91,101.50; County funding \$32,425; Total funding: \$123,526.50

Prepared by: Department of Health and  
Human Services

FM-7 (Contract)

Council District(s) All

Office of Budget and Finance

Death Audit Services

The Administration is requesting approval of a contract with Pension Benefit Information, Inc. to provide death audit services to identify deceased members of the Employees' Retirement System and thus detect and prevent improper benefit payments. The contract commences upon Council approval, continues for 3 years, and will automatically renew for two 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 3-year term. Compensation may not exceed \$25,000 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>	\$ 25,000	<sup>(1)</sup> Employees' Retirement System. <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 3-year term.
State	--	
Federal	--	
Other	--	
<b>Total</b>	<u>\$ 25,000</u> <sup>(2)</sup>	

Analysis

The contractor will provide death audit services, which include a match of the County's file of approximately 7,600 retirees to its database of death records, which is derived from governmental agencies (e.g., Social Security Administration, Maryland Department of Vital Statistics) and proprietary sources. The County is paying an additional \$500 per year for the contractor's PlatinumPLUS Death Audit Service, which provides continuous monitoring of

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database records that are updated weekly with information from 95% of all U.S. obituaries. The Office advised that this upgrade, which is not included in the existing contract, is needed because the Social Security Administration has drastically reduced the number of records reported in the Public Death Master File by no longer including state-protected death records. The contractor will provide a monthly report of matching death records. The Office will use this information to ensure that no benefit payments are made to deceased retirees. Upon request from the Office, the contractor can provide copies of death certificates at a cost of \$35 plus state fees.

The contract commences upon Council approval, continues for 3 years, and will automatically renew for two 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 3-year term. Compensation may not exceed \$25,000 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.

Pricing shall be firm against any increase for the first 2 years of the initial 3-year term. Prior to the commencement of each subsequent contract year, 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 request, or up to a maximum 5% increase on the current pricing, whichever is lower.

On July 6, 2009, the Council approved a 5-year and 3-month contract not to exceed \$25,000 with Pension Benefit Information, Inc. for the same services. The Office advised that expenditures as of July 17, 2014 totaled \$13,236 under this contract. Pension Benefit Information, Inc. has been providing these services for the County since 1999.

The contract was awarded through a competitive procurement process based on low bid from three 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....”

### Executive Summary

This contract with Pension Benefit Information provides death audit services for the County Retirement Division. This service compares the County's file of retired members to the Contractor's database in order to identify deceased members using social security number (SSN), name and date of birth.

The Retirement Office plans to utilize the upgrade to the PlatinumPLUS Death Audit Service for \$500 per year to proactively search database records that are updated weekly with 95% of all US obituaries. This service allows for on-line, continuous monitoring, and access to PBI's proprietary database. The upgrade to Platinum PLUS is needed due to the fact that the SSA drastically reduced the number of records reported in the Public Death Master File (DMF) by no longer including state-protected death records.

The contract was competitively bid and the County received three bids. The initial term of the contract is for three years and may be extended two times for one year each. Total compensation may not exceed \$25,000 during the entire term of the Agreement, including extensions thereof. The contract provides for price escalation after the first two years of the initial three-year term.

FM-8 (Contract Amendment)

Council District(s) All

## Office of Budget and Finance

## Auctioneering and Simulcast Services

The Administration is requesting a second amendment to a contract with Bel Air Auto Auction, Inc. to continue to provide auctioneering and simulcasting services on an on-call basis. The amendment increases the maximum compensation of the contract by \$268,750, from \$331,250 to \$600,000, for the entire 10-year term, including the renewal periods.

## Fiscal Summary

<b>Funding Source</b>	<b>Contract Amendment</b>	<b>Current Maximum Compensation</b>	<b>Amended Maximum Compensation</b>
<b>County</b> <sup>(1)</sup>	\$ 268,750	\$ 331,250	\$ 600,000
<b>State</b>	--	--	--
<b>Federal</b>	--	--	--
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 268,750</u> <sup>(2)</sup>	<u>\$ 331,250</u>	<u>\$ 600,000</u> <sup>(3)</sup>

<sup>(1)</sup> General and Metropolitan District Fund Operating Budgets.

<sup>(2)</sup> Additional compensation for the entire 10-year term, including the renewal periods.

<sup>(3)</sup> Maximum compensation for the entire 10-year term, including the renewal periods.

## Analysis

The contractor currently provides auctioneering and simulcasting services on an on-call basis for the sale of County-owned vehicles and equipment (e.g., automobiles, light trucks, fire engines, medic units, sweepers, mowers, tractors, and bulldozers). Prior to the auctions the contractor is responsible for picking up, transporting, and storing the vehicles and equipment. The contractor provides simulcasting services to allow bidders not physically present at the auction to bid over the Internet.

Compensation is based on a price agreement specifying commission rates (4% or 9.75%, depending on vehicle and equipment type) and auction fees (\$100 simulcast fee). Funding is not encumbered. Rather, contract costs are charged as specific vehicles and equipment are sold.

The proposed amendment is necessary to increase the maximum compensation limit since the County is experiencing a larger-than-expected replacement of vehicles. The Office of Budget and Finance advised that as of June 16, 2014, expenditures under this contract totaled \$320,409.

On June 18, 2007, the Council approved the original 10-year contract, with maximum compensation of \$33,125 during any contract year and maximum compensation of \$331,250 during the entire term, including the renewal periods. On June 7, 2010, the Council approved an amendment removing the annual compensation limit but leaving the 10-year maximum compensation amount in place. The proposed second amendment increases the maximum compensation of the contract by \$268,750, from \$331,250 to \$600,000, over the entire 10-year term including the renewal periods on the same terms and conditions. The County may terminate the agreement by providing 30 days prior written notice.

The original contract was awarded through a competitive procurement process based on low 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....”

**FM-9 (3 Contract Amendments)****Council District(s) All**

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**Office of Human Resources**

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**Computer Training Classes for County Employees**

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The Administration is requesting amendments to three contracts to continue to provide computer training classes to County employees on an as-requested basis. The three contractors are Answer Quest Technologies, Inc., the Board of Trustees of the Community College of Baltimore County (CCBC), and Logical Ventures, Inc. t/a System Source. The current contracts expired on June 30, 2014. The amendments extend the agreements by an additional 1-year period (July 1, 2014 through June 30, 2015). The maximum compensation under the contracts remains unchanged at \$2,515,579 for all contractors providing these services for the entire 11-year term, including the additional 1-year period.

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**Fiscal Summary**

This amendment has no fiscal impact since the maximum compensation amount remains unchanged.

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**Analysis**

Under the proposed amendments, the contractors will continue to provide training services consisting of basic and advanced instruction related to personal computer software, hardware, and networking. Services are provided on an as-requested basis to meet the County's training needs. Classes are held in the County's Computer Training Center, at satellite County government locations, and occasionally at a contractor's training facility. Most training classes range from one-half day to 5 days of instruction. In addition, various online Internet training is available. The County provides the written materials for the core courses (e.g., Word, Excel, Windows) and the contractors provide the written materials for the more technical courses (e.g., JAVA, Oracle, Linux). The Office advised that 1,908 employees received computer training in FY 2014 at a cost of \$142,971.

The proposed amendments are necessary since the current contracts expired on June 30, 2014. The Office advised that the 1-year extension will allow time needed to solicit new contracts for these services.

On November 1, 2004, the Council approved the original 10-year contracts with these three contractors, along with eight other contractors. The contracts provide that the total compensation paid to all contractors providing these training services may not exceed \$2,515,579 during the entire 10-year term. The proposed amendments extend the agreements for the three contractors by an additional 1-year period (July 1, 2014 through June 30, 2015) on the same terms and conditions and do not change the maximum compensation allowed under the contracts. The County may terminate the agreements by providing 30 days prior written notice.

The original contracts were awarded through a competitive procurement process based on qualifications and experience. The contractors are not guaranteed any minimum amount of work as a result of these agreements; instead, individual assignments are based on demonstrated areas of expertise and availability of instructors. The Office advised that it is only extending the contract term for those vendors that provide classes it is planning to offer in FY 2015. The Office further advised that during the original 10-year term, \$1,262,541 was expended for these services, and as of July 17, 2014 no additional costs have been incurred under these amendments.

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....”

MB-2 (Res. 57-14)

Council District(s) 5

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**Mr. Marks**

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**Review of Planned Unit Development – Towson Mews**

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Resolution 57-14 approves the review of a proposed planned unit development (PUD) in the 5<sup>th</sup> Councilmanic District.

Bill 5-10 substantially revised the process for the review and approval of a PUD. 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. 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, 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 the Evergreene Companies, LLC for approval of a 1.24-acre site at 200 E. Pennsylvania Avenue in Towson to be developed as a general development PUD to be known as Towson Mews.

The property is currently improved with a single-family dwelling, a 20,000 sq. ft. office building, and associated parking. The applicant proposes to redevelop the site with an upscale residential community featuring 35 single-family attached townhome units.

The property's split zoning classification is BM-CT (Business, Major – Commercial, Town Center Core District) and DR-10.5 (Density Residential, 10.5 dwelling units/acre). The resolution approves the modification of the permitted uses and densities to allow 35 single-family attached dwelling units (maximum of 29 dwelling units per acre) on the PUD site.

The applicant proposes a community benefit of \$50,000 to be allocated in the following manner: (1) \$25,000 to be used for improvements to Adelaide Bentley Park; and (2) \$25,000 to be used for improvements to Towson Manor Village Park.

Resolution 57-14 will be forwarded to the Department of Planning and PAI.

MB-11 (Res. 65-14)

Council District(s) 7

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**Mrs. Bevins**

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**Approval of Application – Dundalk Renaissance Corporation –  
Baltimore Regional Neighborhood Initiative Projects**

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Resolution 65-14 approves the application by the Dundalk Renaissance Corporation for financial assistance in the form of a grant or loan of up to \$1 million from the Maryland Department of Housing and Community Development (DHCD) or other departments or agencies of the State of Maryland, and requests that the County Executive endorse this resolution.

The Dundalk Renaissance Corporation is seeking to develop Baltimore Regional Neighborhood Initiative Projects (the “projects”) in order to contribute to the reinvestment and revitalization of the area. The projects are located in a Sustainable Community that is a priority funding area under Section 5-7B-02 of Maryland’s Smart Growth Act. The State may provide some or all of the financing for the projects in order to assist in making them financially feasible.

In order for the application to be eligible for DHCD approval, State law requires that the local jurisdiction evidence approval of the project and project financing by passing a resolution.

This resolution shall take effect from the date of its passage by the County Council.

**MB-12 (Res. 66-14)**

**Council District(s) 7**

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**Mrs. Bevins**

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**Approval of Application – Dundalk Renaissance Corporation –  
Community Legacy Projects**

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Resolution 66-14 approves the application by the Dundalk Renaissance Corporation for financial assistance in the form of a grant or loan of up to \$400,000 from the Maryland Department of Housing and Community Development (DHCD) or other departments or agencies of the State of Maryland, and requests that the County Executive endorse this resolution.

The Dundalk Renaissance Corporation is seeking to develop Community Legacy Projects (the “projects”) in order to contribute to the reinvestment and revitalization of the area. The projects are located in a Sustainable Community that is a priority funding area under Section 5-7B-02 of Maryland’s Smart Growth Act. The State may provide some or all of the financing for the projects in order to assist in making them financially feasible.

In order for the application to be eligible for DHCD approval, State law requires that the local jurisdiction evidence approval of the project and project financing by passing a resolution.

This resolution shall take effect from the date of its passage by the County Council.

**MB-3 (Res. 58-14)**

**Council District(s) 7**

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

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**Department of Planning**

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**Endorsement of Application –  
Greater Dundalk/Sparrows Point Sustainable Community – Turner Station Area**

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Resolution 58-14 endorses a Community Legacy Project involving the demolition of two blighted, vacant County-owned dwellings located at 102 and 106 Avondale Road in Turner Station in the Greater Dundalk/Sparrows Point Sustainable Community. The resolution also approves the County's application to the Maryland Community Legacy Program in pursuit of State grant funding totaling approximately \$38,000 for the demolition and stabilization of the sites for redevelopment. See Exhibit A.

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**Fiscal Summary**

This resolution has no fiscal impact to the County; it approves the County's application to the State for financial assistance in the form of an approximate \$38,000 grant.

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**Analysis**

The Maryland Community Legacy Program provides local governments and community development organizations with funding for essential projects located in Sustainable Communities (formerly known as Community Legacy Areas). Projects are part of a larger revitalization strategy and may include the following: mixed-use development; business retention, expansion, and attraction initiatives; façade improvements; real estate acquisitions; and streetscape improvements. Baltimore County has six designated Sustainable Communities: Greater Dundalk/Sparrows Point, Catonsville/Patapsco, Reisterstown, Towson,

Pulaski Highway Redevelopment Area, and Hillendale/Parkville/Overlea. The Department advised that it also expects to submit an application for Randallstown for designation as a Sustainable Community.

Resolution 58-14 endorses a Community Legacy Project involving the demolition of two blighted, vacant County-owned dwellings located at 102 and 106 Avondale Road in Turner Station in the Greater Dundalk/Sparrows Point Sustainable Community. (The County originally acquired the properties in 2014 and 2005, respectively, through the tax sale process.) The resolution also approves the County's application to the Maryland Community Legacy Program in pursuit of State grant funding totaling approximately \$38,000 for the demolition. The Department advised that the demolition is necessary to stabilize the sites for redevelopment; both dwellings are highly visible and detract from neighborhood aesthetics and property values. The Department plans to utilize an on-call contractor to complete the demolition and estimates that the demolition could be completed prior to summer 2015. The Department further advised that the County will ultimately solicit proposals for a contractor to build two new single-family dwellings on the properties for ownership and occupancy by low- to moderate-income households.

State regulations require, as part of the application process, that local governing bodies endorse the applications submitted to the Community Legacy Program. The FY 2015 State budget includes \$6 million in capital funds for Community Legacy Program projects.

This resolution shall take effect from the date of its passage by the County Council.

## Executive Summary

The Baltimore County Department of Planning requests a Resolution endorsing its application to the Maryland Department of Housing and Community Development for Community Legacy Program funds for the Greater Dundalk/Sparrows Point Sustainable Community. The funds will be used to demolish two blighted, vacant, county-owned dwellings and stabilize the site for redevelopment.

The structures to be demolished are located at 102 and 106 Avondale Road in Turner Station. The dwellings are in a state of disrepair and present a hazardous condition. In addition, both dwellings are highly visible from a public right-of-way (Avondale Road) and substantially detract from the aesthetics and property values of neighboring properties.

Baltimore County will, at a later date, solicit proposals to construct two new single family dwellings for ownership and occupancy by low to moderate income households.

The project will cost approximately \$38,000. No Baltimore County funds will be used for this project.

**MB-4 (Res. 59-14)**

**Council District(s) 6**

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

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**Department of Planning**

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**Endorsement of Application – MD Community Investment Tax Credit Program –  
United Ministries**

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The Administration is requesting the endorsement of an application for United Ministries, Inc. to the Maryland Department of Housing and Community Development for the Community Investment Tax Credit Program. United Ministries, Inc. will use the Program's tax credits as incentives for businesses to donate money, goods, or real property in order to raise operating funds for the Prospect Place permanent supportive housing project, which will provide efficiency apartments for chronically homeless men. See Exhibit A.

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**Fiscal Summary**

This resolution has no fiscal impact to the County since the Community Investment Tax Credit Program is a state program.

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**Analysis**

United Ministries, Inc. is a nonprofit housing and social justice organization that assists homeless men by providing case management services. The organization will request an allocation of \$15,000 in tax credits over 2 years and will use the tax credits to raise operating funds for the Prospect Place permanent supportive housing project, located at 8720 Philadelphia Road in Rosedale, the former location of the Nehemiah House homeless shelter for men. United Ministries, Inc. is currently renovating Prospect Place in conjunction with the property owner (Episcopal Housing Corporation). The project will provide efficiency apartments for 12 chronically homeless men. United Ministries, Inc. will provide the men with case

management services, including referrals to education and job training services, and assistance with obtaining benefits, medication, and healthcare with the goal of transitioning the men toward independence and non-supportive housing. Renovations to Prospect Place are expected to be completed in March 2015.

The Maryland Department of Housing and Community Development established the Community Investment Tax Credit Program (CITC) to promote partnerships between businesses and nonprofit organizations by allocating state tax credits for businesses that support projects in priority funding areas; the FY 2015 allocation for the CITC program is \$1.75 million. Eligible nonprofit organizations can be granted allocations of up to \$50,000 in tax credits to be awarded to businesses that make donations to support approved projects. Under the tax credit program, businesses that make contributions to nonprofits for approved projects receive state tax credits equal to 50% of the value of the contributions of cash, real property, or goods. These tax credits may be claimed in addition to the usual state and federal deductions for charitable contributions.

State law requires, as part of the application process, that local governing bodies endorse the applications submitted to the CITC Program.

This resolution shall take effect from the date of its passage by the County Council.

## **United Ministries, Inc./Prospect Place Executive Summary**

The Baltimore County Department of Planning requests approval of a local resolution to support United Ministries Inc.'s application to the Maryland Department of Housing and Community Development for an allocation of tax credits under the Department's Community Investment Tax Credit program. The State of Maryland requires a local government resolution in support of the tax credits prior to final approval of the application. Nonprofit organizations utilize the tax credits as incentives for individuals and businesses to donate money, goods or real property to support operational and programmatic costs associated with specific, approved projects delivering services to communities across Maryland.

United Ministries, Inc. is a housing and social justice organization dedicated to assisting homeless men who want to change their lives, and to also changing community attitudes toward the homeless. United Ministries was the vision of the former pastor of First United Evangelical United Church of Christ (UCC) and volunteers at The Supper Club, a feeding program at First United in East Baltimore. United Ministries was incorporated in 1993 and is a 501(c) (3) nonprofit. The name United Ministries was chosen to exemplify a broad-based community organization.

Earl's Place, the first project of United Ministries, opened in December 1997 and is named for Earl Johnson, a homeless man who before his death in 1993 was involved both as a client and a volunteer with The Supper Club. Earl's Place provides transitional housing and support services to men who are homeless.

United Ministries is currently renovating Prospect Place, located at 8720 Philadelphia Road in Rosedale (the former Nehemiah House). The project will provide permanent supportive housing with efficiency apartments for twelve chronically homeless men. The men living at Prospect Place will receive case management by an on-site case manager. As the men will be chronically homeless, the initial goal will be to focus on stabilizing the residents through assistance with benefits, medication and medical support. Additional case management will include referrals for education and job training. The ultimate goal is to help the men work towards independence through employment or education. The men may remain in the program indefinitely though some of the men will choose to move into non-supportive housing. Renovations are expected to be completed in March 2015.

United Ministries is requesting tax credits of \$15,000 over two (2) years to raise operating funds for Prospect Place. This is their first application for tax credits.

No Baltimore County funds will be used for this project. The County's role is to support United Ministries' application for the tax credits.

Prepared by: Department of Planning

**MB-5 (Res. 60-14)**

**Council District(s) 5**

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

**Department of Public Works**

**Expansion of Residential Parking Area – “B” – Southland Hills – Towson**

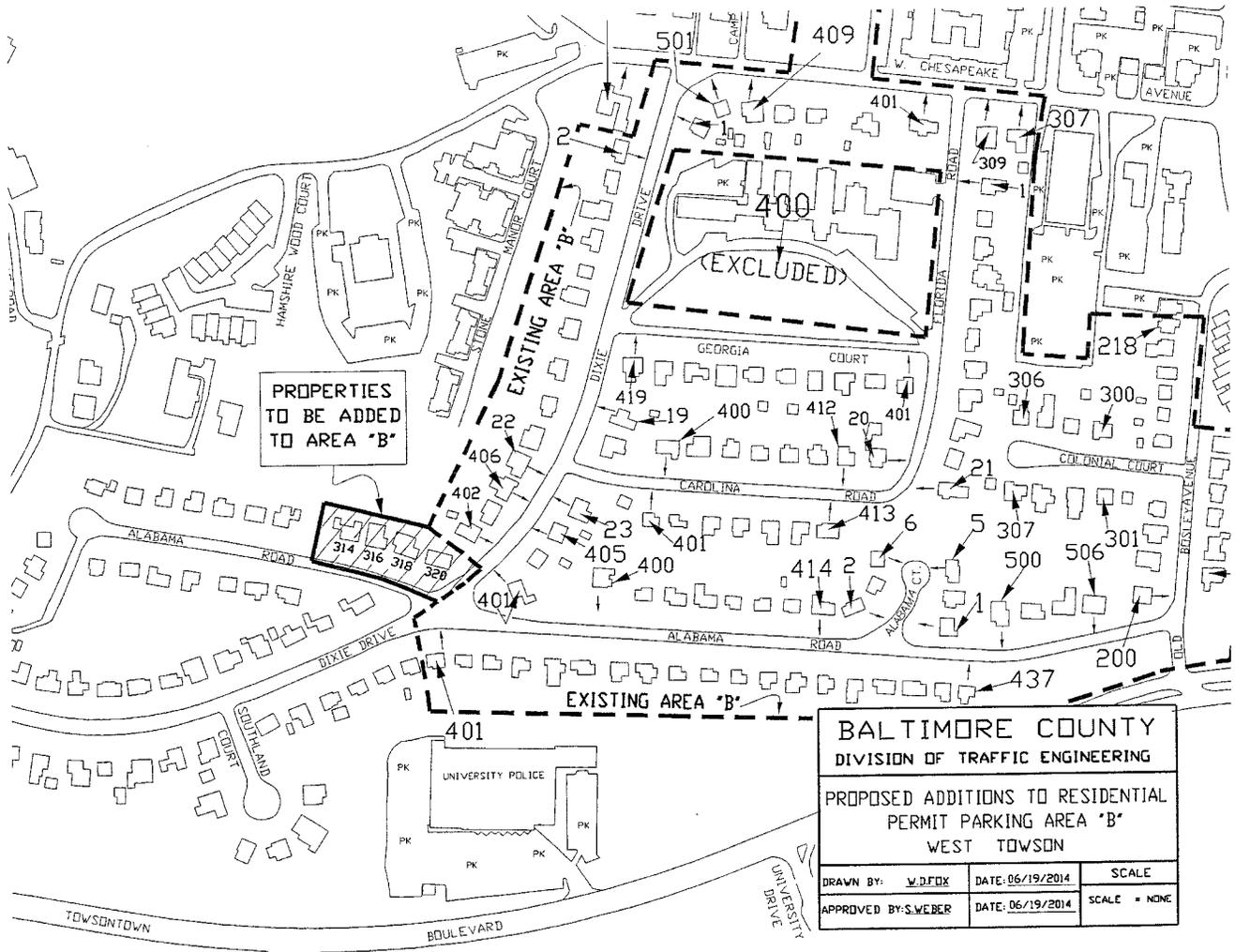
Article 18, Title 2, Subtitle 4 of the County Code authorizes the establishment of a residential parking area on residential streets in certain residential zones. At least 65% of the dwelling units in a proposed area must petition the Director of Public Works who then conducts a study to determine if the proposed area meets the criteria of the statute. A public meeting must be held, and the recommendation of the Director is forwarded to the County Council for action.

In this case, Resolution 87-82 established a Residential Permit Parking Area on Alabama Road in the Southland Hills community of West Towson. The area encompassed a number of households, including four specific homes, #314 to #320 (even), on Alabama Road. In 2009, the owners of these four homes asked to be removed from the Permit Parking Area at the same time as other households petitioned to be included. Resolution 33-09 added these homes and removed #314 to #320 (even).

These same four households, #314 to #320 (even), have re-evaluated the parking situation on Alabama Road and have petitioned once again to be included within the boundary of the Permit Parking Area as they had been from 1982 to 2009. The Director of Public Works recommends their inclusion.

Resolution 60-14 expands the Permit Parking Area in accordance with the procedures of Section 18-4-402, for the area of Southland Hills in West Towson outlined on the attached plat (Exhibit A).

This resolution shall take effect on the date of its passage by the County Council.



MB-10 (Grant)

Council District(s) 7

Mrs. Bevins (By Req.)

Police Department

FY 2015 Dundalk Renaissance Youth Empowerment Project

The Administration is requesting approval of a grant totaling \$2,325 to the Dundalk Renaissance Corporation (DRC). The grant funds will be used to rent kayaks for three DRC-organized water cleanups on Bear Creek and Old Road Bay in Dundalk. See Exhibit A.

Fiscal Summary

Funding Source	Grant Amount	Notes
County <sup>(1)</sup>	\$ 2,325	<sup>(1)</sup> General Fund Operating Budget. <sup>(2)</sup> DRC will provide in-kind volunteer labor for the water cleanups valued at \$600.
State	--	
Federal	--	
Other <sup>(2)</sup>	--	
<b>Total</b>	<b>\$ 2,325</b>	

Analysis

The DRC is a nonprofit, community-based membership organization and community development corporation dedicated to promoting and revitalizing the greater Dundalk community. The organization's initiatives emphasize affordable, energy-efficient housing renovations, greening programs, Main Street business support, community planning, and events that enhance living in the area.

The DRC will use the grant funds to rent 15 kayaks, including life jackets, paddles, and delivery costs, for three water cleanups on Bear Creek and Old Road Bay in Dundalk. The DRC expects

60 youth to participate in the water cleanups. The DRC promotes opportunities for youth involvement through the schools (counselors, teachers, and newsletters), as well as through community calendars, listings in local newspapers, social media, and its website. The DRC will host a workshop for participating youth explaining how their everyday choices affect local water and the Chesapeake Bay. Local historians will also participate in the cleanups to speak to the connection of the water to the War of 1812.

The grant period is FY 2015. The grant application states that the DRC will contribute in-kind volunteer labor for the water cleanups valued at \$600.

In recent years, the County has provided the DRC annual operating support grants as well as numerous other grants to support various initiatives.

The County annually awards grants to Citizens on Patrol groups and youth-focused organizations for programs aimed at reducing neighborhood crime or providing activities for at-risk youth. FY 2015 funds approved for these community grants total \$60,944, including the proposed \$2,325 grant to the DRC.

The proposed grant was originally submitted as part of the 14-day grants review process and has been placed on a legislative agenda in accordance with Baltimore County Code, Section 3-10-103(e).

## Executive Summary

The Police Department accepts applications for, and coordinates the awarding of, small grants to Citizen on Patrol and youth focused organizations on an annual basis. These grants help community groups launch or continue programs aimed at reducing neighborhood crime or that provide wholesome activities for at risk youth. Non-profit groups, individuals and community improvement associations serving county residents are eligible. Funding is provided from local funds allocated for this purpose. This is a request to approve the FY15 application for the Dundalk Renaissance Corporation.

Prepared by: Police Department

BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
APPENDIX A

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

**TO:** Fred Homan  
Administrative Officer **DATE:** 6/17/14

**FROM:** Keith Dorsey, Director *KAD* **COUNCIL MEETING**  
Office of Budget & Finance **DATE:** 8/4/14

**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 2684 Vanguard Integrity Professionals Inc. – Mainframe Password Reset, 3 year Agreement

This contract provides for the purchase of an enterprise-wide solution for resetting forgotten passwords from Vanguard, Inc. The self-help password resetting solution will enhance existing Vanguard Security Administration software currently used by the County.

As indicated in OIT Director Robert Stradling's memo dated May 6, 2014, Vanguard, Inc. software products are proprietary to Vanguard, Inc. and cannot be supported by any other vendor. The purchase of the Password Reset software license and 3 years of maintenance support is \$40,000.

Amount: \$40,000.00  
Award Date: 06/17/14

PO 7058 Trane U.S. Inc. dba Baltimore Trane – Eastern Family Resource center chiller upgrade

This purchase order is for an upgrade to the chiller at the Eastern Family Resource Center. As stated in Property Management's Division Chief George Klunk's memo dated April 22, 2014, the control panel on the existing chiller contains obsolete controls and therefore must be replaced as parts are no longer available. The new AdaptiView control panel is proprietary to Trane, Inc. the manufacturer of the chiller.

Amount: \$27,875.00  
Award Date: 06/13/14

PO 7047 Axis GeoSpatial LLC – GISP Orthophotography 2014

This order is for the purchase of aerial photo compilation services from Axis GeoSpatial. Axis GeoSpatial is the State of Maryland vendor for compiling GIS data from digital high resolution aerial photography under their ITCATS program. The Aerial mission is to acquire additional flight lines and exposures for Baltimore County in order to provide a 6" GSD "Near"

True-Ortho deliverable as defined in AXIS' Task Order with Maryland Department of Information Technology for Geospatial Data Services.

As indicated in OIT Director Robert Stradling's memo dated May 6, 2014, allowing Axis GeoSpatial to perform photo compilation services for Baltimore County provides continuity of services throughout the State of Maryland

Amount: \$32,150.00  
Award Date: 06/17/14

c: M. Field  
T. Peddicord  
L. Smelkinson

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

**TO:** Fred Homan  
Administrative Officer

**DATE:** 6/30/14

**FROM:** Keith Dorsey, Director   
Office of Budget & Finance

**COUNCIL MEETING  
DATE:** 8/04/14

**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 7057 Dynastics Inc.- Chiller #2 and Circuit #1, Annex Bldg., BCDC

This emergency order is to replace Compressor #1 in the Annex at the Department of Corrections.

As indicated in Director Deborah J. Richardson's memo dated May 15, 2014, the Annex is operating under one chiller. The compressor is needed as soon as possible due to the arrival of warm weather. Dynastics, Inc. has provided a quotation for the unit, and is the vendor currently under contract to provide the Department's monthly maintenance of the HVAC system. The cost to furnish, install, and test the new unit is \$25,709.05.

Total Amount: \$25,709.05  
Award Date: 6/26/14

MA 2678 MicroAutomation Inc. – Call Taker Application Software-911 Center

This Master Agreement for software license and support from MicroAutomation, Inc. will be used by the 911 Center to train 911 operator trainees. This software provides a training environment that closely mimics live 911 calls enabling 911 call-taker trainees to experience simulated 911 emergency calls to better understand the 911 call taking process.

As indicated in Rich Sterba's memo dated May 16, 2014, approved by OBF Director Keth Dorsey, the software is proprietary to MicroAutomation, and is the only training software that can interact with the Microautomation 911 telephone system software currently in use by the 911 Center.

The estimated cost of the software, installation, travel expenses, 6 years support with a 10% contingency is \$168,389.41

Total Amount: \$168,389.41

Award Date: 6/30/14

c: M. Field  
T. Peddicord  
L. Smelkinson