

**BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
LEGISLATIVE SESSION 2015**

*Issued: March 26, 2015
Work Session: March 31, 2015
Legislative Day No. 7: April 6, 2015*

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



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

April 6, 2015

NOTES TO THE AGENDA

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BALTIMORE COUNTY COUNCIL AGENDA
WORK SESSION - MARCH 31, 2015
LEGISLATIVE SESSION 2015, LEGISLATIVE DAY NO. 7
APRIL 6, 2015 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 17-15 - Mr. Kach - A.S. (Automotive Services) Overlay District

VINCE GARDINA, DIRECTOR, DEPARTMENT OF ENVIRONMENTAL PROTECTION & SUSTAINABILITY

2 Bill 18-15 - Mrs. Bevins(By Req.) - CEB - Best Available Technology for OSDS Administration Fund

COUNCIL

5 Bill 19-15 - Councilmembers Quirk & Almond - Zoning Regulations - Nanobrewery

6 Bill 20-15 - Councilmembers Crandel, Marks, Almond, Bevins & Jones - Depositing Materials in Streets - Penalties

7 Bill 21-15 - Mr. Marks - Honeygo Area Revisions

APPROVAL OF FISCAL MATTERS/CONTRACTS

KEVIN REED, DEPARTMENT OF HEALTH & HUMAN SERVICES

10 1. Amendment #1 to Contract - Homeland Security & Management Solutions, Inc. D/b/a Dantli Corp. - On-site language interpretation - HHS

14 2. Contract - Schreiber Translation, Inc. - On-site language interpretation - HHS

ED ADAMS, DIRECTOR, DEPARTMENT OF PUBLIC WORKS

18 3. Contract - Middle River Station Development, LLC - License - Use of Building AH - 2800 Eastern Boulevard - DPW

KEITH DORSEY, DIRECTOR, OFFICE OF BUDGET & FINANCE

20 4. Contract - Principle Group, LLC - Carpet cleaning and floor services – OBF

MISCELLANEOUS BUSINESS

COUNCIL

31 1. Correspondence - (a)(1) - Non-Competitive Awards (February 6, 2015)

32 (b)(2) - Non-Competitive Awards (February 20, 2015)

34 (c)(3) - Non-Competitive Awards (March 2, 2015)

AMY GROSSI, REAL ESTATE COMPLIANCE

24 2. Res. 17-15 - Mrs. Bevins(By Req.) - Disposal of Parcel - Catonsville Junior High School

WILL ANDERON, DIRECTOR, DEPARTMENT OF ECONOMIC & WORKFORCE DEVELOPMENT

27 3. Res. 18-15 - Mrs. Bevins(By Req.) - Chesapeake Enterprise Zone

COUNCIL

4. Res. 19-15 - Mr. Jones - Property Tax Exemption - DAV - Morgan Hilton, Jr.

5. Res. 20-15 - Mrs. Bevins - Property Tax Exemption - DAV - William F. Golden, Jr.

6. Res. 21-15 - Mr. Crandell - Property Tax Exemption - DAV - La'Shaunda Dorsey-Cooley

7. Reappointment - Mr. Quirk - Baltimore County Board of Appeals - Maureen Murphy

8. Appointment - Mr. Crandell - Baltimore County Board of Appeals - James West

9. Res. 22-15 - Mr. Marks - Property Tax Exemption - BLIND - Louise A. Tauter

10. Reappointments - Mrs. Bevins(By Req.) - Baltimore County Animal Hearing Board

11. Appointment - Mrs. Bevins(By Req.) - Baltimore County Animal Hearing Board - Neil A. Pigott

12. Reappointments - Mrs. Bevins(By Req.) - Baltimore County Adult Public Guardianship Review Board

Bill 17-15**Council District(s) All**

Mr. Kach

A.S. (Automotive Services) Overlay District

Bill 17-15 proposes to repeal Bill 2-14.

Bill 2-14 amended Section 259.2 of the Baltimore County Zoning Regulations - A.S. (Automotive Services) Overlay District - to provide that for a parcel of land that is assigned with a combination of B.M.-I.M. (Business Major - Industrial Major) and B.L.-A.S. (Business Local - Automotive Services) Zoning (essentially a split-zoned property), a use permitted in the B.M.-I.M. Zone would also be permitted on the B.L.-A.S. zoned portion of the land.

Bill 2-14 was passed on February 18, 2014 and became effective on March 3, 2014. The sponsor proposes to repeal Bill 2-14.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 17-15 will take effect on April 20, 2015.

Bill 18-15 (Supplemental Appropriation)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Environmental Protection and Sustainability

Best Available Technology for OSDS Administration Fund

The Administration is requesting a supplemental appropriation of state funds totaling \$55,000 to the Best Available Technology for OSDS (On-Site Sewage Disposal Systems) Administration Fund Gifts and Grants Fund program. The funds will be used to support a portion of the salary and fringe benefits costs of one existing full-time environmental health specialist and one existing full-time geohydrologist to administer the implementation of regulations for on-site sewage disposal systems that utilize the best available technology (BAT) for the removal of nitrogen. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State ⁽¹⁾	\$ 55,000	--	\$ 55,000
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 55,000</u>	<u>--</u>	<u>\$ 55,000</u>

⁽¹⁾ Maryland Department of the Environment, Maryland Water Quality Financing Administration funds. No County matching funds are required.

Analysis

In order to help achieve Maryland’s nutrient loading goals for the Chesapeake and Coastal Bays as well as to help protect the State’s groundwater, the Maryland Department of the Environment

(MDE) provides grants derived from certain Bay Restoration Fees to local governments. Grant funds support local governments' implementation of State regulations for on-site sewage disposal systems, which require utilization of the best available technology (BAT) for the removal of nitrogen (i.e., incorporation of engineered products into standard septic system design to reduce nitrogen that would otherwise be conveyed to the subsurface environment). Specifically, the regulations require BAT for all on-site sewage disposal systems installed in the Chesapeake or Atlantic Coastal Bays watersheds or in any watershed of a nitrogen-impaired body of water to serve new construction and for any replacement of on-site sewage disposal systems installed to serve a property in either the Chesapeake Bay critical area or the Atlantic Coastal Bays critical area. The regulations further require that all owners maintain BAT systems for the life of the systems by utilizing certain management measures. The County is responsible for certain tasks, including performing technical reviews to verify the appropriate locations and designs of both residential and non-residential systems; verifying of contractor licensing; providing homeowner and builder education; performing inspections; sending noncompliance notices to property owners; and enforcing compliance with the regulations. The Department advised that as of March 10, 2015, 357 BAT systems have been installed in the County, with an additional 57 systems approved for installation. The Department expects that BAT activity will increase during FY 2016.

The proposed \$55,000 supplemental appropriation will be used to support a portion of the salary (\$35,764) and fringe benefits costs (\$19,236) of one existing full-time environmental health specialist and one existing full-time geohydrologist to administer the implementation of the BAT regulations. The environmental health specialist will also be responsible for submitting the required reports to MDE. These positions are budgeted as General Fund positions in FY 2015.

The grant period is FY 2015. No County matching funds are required for this grant.

With the affirmative vote of five members of the County Council, Bill 18-15 will take effect April 19, 2015.

Executive Summary

To help achieve Maryland's nutrient loading goals for the Chesapeake and Coastal Bays, as well as protect the groundwater of the State, the Maryland Department of the Environment (MDE) is providing financial assistance in the form of grants to implement regulations adopted by the Department for on-site sewage disposal systems that utilize the best available technology (BAT) for the removal of nitrogen.

In accordance with the Bay Restoration Fund ("BRF") Act codified at 9-1605.2 of the Environment Article of the Annotated Code of Maryland, MDE can provide a grant or grants from certain Bay Restoration Fees to a local public entity to implement regulations adopted by MDE.

MDE has adopted regulations codified at Code of Maryland Regulation (COMAR 26.04.02.07) for installation of BAT for certain on-site sewage disposal systems, and has established requirements for operation and maintenance of BAT systems for the life of the systems. The regulations require that: all on-site sewage disposal systems installed in the Chesapeake or Atlantic Coastal Bays watersheds or in any watershed of a nitrogen impaired body of water to serve new construction must include BAT; any replacement on-site sewage disposal system installed to serve a property in either the Chesapeake Bay critical area or the Atlantic Coastal Bays critical area must include BAT; all owners maintain BAT systems for the life of the system by utilizing certain management measures.

To further the purpose of the Act and to implement the regulations, MDE is providing annual funding to Baltimore County Department of Environmental Protection and Sustainability (DEPS) for administering the BAT regulations are submitting regular reports to MDE on this activity. The amount of the grant being offered (\$55,000) is based upon the number of BATs currently installed in Baltimore County and the rate that BATs have been installed over the last two years.

Bill 19-15**Council District(s) All**

Councilmembers Quirk and Almond

Zoning Regulations - Nanobrewery

Bill 19-15 permits a nanobrewery to be located in a B.L. (Business, Local) Zone, as a matter of right, subject to certain conditions.

A nanobrewery is defined as an establishment that produces and bottles, on-site, no more than 3,000 barrels of malt beverages annually for self-distribution, and no more than 500 barrels annually for on-site consumption.

The conditions that apply are:

1. A nanobrewery may sell retail pre-packaged beer and growlers (i.e., glass, ceramic, or stainless steel jug used to transport draft beer) for off-site consumption.
2. A nanobrewery may apply for a temporary use permit for an off-site event not exceeding three consecutive days in duration.
3. Food may not be prepared, cooked, sold, or dispensed in any manner on the premises of a nanobrewery. Food purchased off-site may be brought onto the premises, if permitted by the establishment.
4. Alcoholic beverages, other than those purchased at a nanobrewery, may not be brought onto or consumed on the premises.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 19-15 will take effect on April 20, 2015.

Bill 20-15

Council District(s) All

Councilmembers Crandell, Marks, Almond, Bevins and Jones

Depositing Materials in Streets - Penalties

Bill 20-15 proposes to provide a specific penalty for the offense of depositing trash on a County road, street, alley, bridge, or drain.

Section 18-3-109 of the County Code prohibits depositing any metal, wood, glass, nails, grass clippings, leaves, dead animals, offal, garbage, ashes, fruit, dirt, filth, rubbish, noxious fluid, or refuse of any kind on or into any County road, street, alley, bridge, or drain. This provision has been County law since before the time of charter government; the language has remained unchanged. The purpose of this section is to prohibit a person from emptying his or her car or truck of unwanted material by dumping the material in the road.

Since no specific penalty is provided in the statute, the general penalties of Section 1-2-217 of the County Code apply. Therefore the violation is a misdemeanor which is punishable by a fine of not more than \$1,000 or imprisonment for not more than 90 days. Each day of violation is a separate offense.

Bill 20-15 provides a specific penalty for this offense of not less than \$500 and not more than \$1,000, or a maximum imprisonment of 6 months, or both.

The sponsors believe that the current penalties are inadequate to deter a person from using the County roadside as a personal dumping ground. Therefore, a minimum fine of \$500 is proposed, and the possible imprisonment penalty is raised to 6 months, the permissible maximum under State law (Section 10-202, Local Government Article, Annotated Code of Maryland).

Additionally, the bill prohibits dumping not only on the road, but also adjacent to the road (i.e., the roadside or shoulder).

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 20-15 will take effect on April 20, 2015.

Bill 21-15**Council District(s) 5 & 6**

Mr. Marks

Honeygo Area Revisions

Bill 21-15 revises the provisions set forth in the Baltimore County Zoning Regulations pertaining to the Honeygo Area.

In 1994, the County Council found that the lack of adequate infrastructure, including schools, open space, roads, sewer, and recreational facilities, placed an increasing burden on the health, safety, and welfare of County citizens in designated Growth Areas, and specifically recognized the need to manage the development of White Marsh as a Growth Area. As a result, the Council adopted the Honeygo Plan as part of the *Baltimore County Master Plan 1989-2000* on July 5, 1994 (Resolution 55-94), incorporating the Honeygo Study Area, the boundaries of which included Belair Road to the northwest, Big Gunpowder Falls to the northeast, Chapel Road and Honeygo Run to the southwest, and Philadelphia Road to the southeast.

In order to facilitate and properly manage the growth and development in this area, the Council subsequently adopted the Honeygo Area zoning overlay districts of H and H1 and associated Regulations in Bill 176-94, and adopted the Honeygo Overlay District Design Guidelines in Resolution 17-97. The new zoning classifications for the Honeygo Area, the subareas, and the Regulations introduced “threshold limits” and “authorizations” which essentially required that approval of building permits in the Area be tied to the commencement of capital projects to support the anticipated growth.

The growth and development strategy for the Honeygo Area has been largely successful, but the infrastructure needs of the Area have either changed over time or still lag behind desired growth in certain instances, and the threshold limits and associated authorizations and other requirements have become an outdated method for effectively managing further growth in the Honeygo Area.

Bill 21-15 simplifies what is often viewed as a complicated process in the Honeygo Area, where only a certain number of authorizations are issued and the totals are tracked based on the number of capital and other projects in the Area and subareas. In many instances, these projects were completed years ago and are no longer relevant to future development in the Area. Current and future development needs to be tied to the underlying zoning and overlay districts on properties, as well as new criteria for capital projects.

As such, the bill eliminates the Bean Run, Belair Road, Bird River, and Honeygo Run subareas and replaces them with the new Eastern and Western subareas (see Exhibit A). It also eliminates the previous area and subarea threshold limits and replaces them with new subarea limits applicable to the Eastern and Western subareas. Essentially, the bill will allow the underlying zoning classifications and overlay districts assigned to the land, combined with limitations on growth tied to infrastructure improvements, to manage growth in the Area, while also keeping the general premise of the H and H1 Districts and the Development Standards unchanged. The bill exempts Planned Unit Developments (PUDs) and previously approved development plans from the authorization requirements. The bill also prohibits the transfer of authorizations and the granting of variances to transfer authorizations for a project that spans two subareas.

With passage by the County Council, Bill 21-15 will take effect 45 days after its enactment.

FM-1 (Contract Amendment)

Council District(s) All

Department of Health and Human Services

On-Site Language Interpretation

The Administration is requesting an amendment to a contract with Homeland Security & Management Solutions, Inc. d/b/a Dantli Corp. to continue to provide on-site, foreign language interpretation and American Sign Language services to assist foreign speaking and deaf individuals during medical appointments as needed. The amendment, which commences upon Council approval, increases the maximum compensation from \$200,000 for this contract to \$550,000 for this and all other similar contracts, combined, for the entire 5-year and 3-month term. The original contract commenced September 15, 2014. See Exhibit A.

Fiscal Summary

Funding Source	Contract Amendment	Current Maximum Compensation	Amended Maximum Compensation
County ⁽¹⁾	\$ 271,250	\$ 155,000	\$ 426,250
State ⁽²⁾	56,875	32,500	89,375
Federal ⁽³⁾	21,875	12,500	34,375
Other	--	--	--
Total	<u>\$ 350,000</u> ⁽⁴⁾	<u>\$ 200,000</u>	<u>\$ 550,000</u> ⁽⁵⁾

⁽¹⁾ General Fund Operating Budget.

⁽²⁾ Maryland Department of Health and Mental Hygiene, Behavioral Health Administration.

⁽³⁾ U.S. Department of Agriculture funds passed through the Maryland WIC Program.

⁽⁴⁾ Additional compensation for the entire 5-year and 3-month term.

⁽⁵⁾ Maximum compensation for all other contracts combined providing these services for the entire 5-year and 3-month term.

Analysis

Under the proposed amendment, the contractor will continue to provide on-site, foreign language interpretation and American Sign Language services on an on-call basis to enable the Department of Health and Human Services to communicate medical, dental, and other information to clients. The majority of services will be in a medical setting. The contractor must be available to provide services 24 hours-per-day, 365 days-per-year, including County holidays. The contract also allows these services to be extended to all County agencies that may require interpretation services. The Department advised that it served 440 individuals in FY 2014.

Hourly rates for on-site interpretation services range from \$45 to \$54 Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding County holidays, and from \$45 to \$61 outside of those hours (i.e., 5:00 p.m. through 8:00 a.m. Monday through Friday, weekends, and on County holidays), depending on the language and level of notice (routine – greater than 48 hours notice; expedited – 6 to 48 hours notice; or critical – less than 6 hours notice).

On September 15, 2014, the Council approved the original 5-year and 3-month contract. This amendment, which commences upon Council approval, increases the maximum compensation from \$200,000 for this contract to \$550,000 for this and all other similar contracts, combined, for the entire 5-year and 3-month term. All other terms and conditions remain the same. The County may terminate the agreement by providing 30 days prior written notice.

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

The original contract was awarded through a competitive procurement process from four bids received, of which two bids were considered non-responsive. As of March 9, 2015, \$21,670 had been expended under this contract.

On July 7, 2014, the Council approved a 5-year and 3-month contract not to exceed \$128,570 with Dantli Corp. to provide a different type of (24 hours/day, 7 days/week court-certified) interpretation services for the Police Department.

FM-2 on this agenda is an approximate 4-year and 8½-month contract with Schrieber Translation, Inc. to provide similar services. As noted, combined compensation for all similar contracts may not exceed \$550,000.

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 Baltimore County Department of Health and Human Services provides services to a varied clientele. As such, it is necessary to obtain on-site language interpretation, including American Sign Language, to accurately relay medical and other information to non-English speaking clients.

The Homeland Security and Management Solutions doing business as Dantli Corporation will provide on-site interpretation services as needed Monday through Friday from 8:00 a.m. to 5:00 p.m. and outside of Monday through Friday 8:00 a.m. to 5:00 p.m. to include weekends and holidays. Interpreters will be provided as follows: within 48 hours of notice (routine), within 6 hours of notice (expedited), and less than a 6 hour notice (critical). Fees are based on times of request, level of notice and any core/non-core language.

Core languages include Amharic, Arabic, Bengali, Burmese, Chin Hahka, Cantonese, Dari, Farsi/Persian, French, Gujarati, Haitian, Creole, Hindi, Korean, Mandarin, Nepali, Portuguese, Romanian, Russian, Somali, Spanish, Swahili, Tagalog, Tigrinya, Turkish, and Urdu.

The initial term of the contract is for one year commencing 7/25/14. There are four one-year renewals. The total amount of the life of the contract is \$550,000. Four-hundred forty individuals were served last fiscal year.

FM-2 (Contract)

Council District(s) All

Department of Health and Human Services

On-Site Language Interpretation

The Administration is requesting approval of a contract with Schreiber Translation, Inc. to provide on-site, foreign language interpretation and American Sign Language services to assist foreign speaking and deaf individuals during medical appointments as needed. The contract commenced February 9, 2015, continues until April 6, 2015, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through July 24, 2015, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. The contract does not specify a maximum compensation for the initial approximate 5½-month term. Compensation for this contract, together with all other similar contracts, combined, may not exceed \$550,000 for the entire approximate 4-year and 8½-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 426,250	(1) General Fund Operating Budget.
State ⁽²⁾	89,375	(2) Maryland Department of Health and Mental Hygiene, Behavioral Health Administration.
Federal ⁽³⁾	34,375	(3) U.S. Department of Agriculture funds passed through the Maryland WIC Program.
Other	--	(4) Maximum compensation for all contracts combined providing these services for the entire approximate 4-year and 8½-month term, including the renewal and extension periods.
Total	<u>\$ 550,000</u> ⁽⁴⁾	

Analysis

The contractor will provide on-site, foreign language interpretation and American Sign Language services on an on-call basis to enable the Department of Health and Human Services to

communicate medical, dental, and other information to clients. The majority of services will be in a medical setting. The contractor must be available to provide services 24 hours-per-day, 365 days-per-year, including County holidays. The contract also allows these services to be extended to all County agencies that may require interpretation services. The Department advised that it served 440 individuals in FY 2014.

Hourly rates for on-site interpretation services range from \$76 to \$91 Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding County holidays, and from \$86 to \$106 outside of those hours (i.e., 5:00 p.m. through 8:00 a.m. Monday through Friday, weekends, and on County holidays), depending on the language and level of notice (routine – greater than 48 hours notice; expedited – 6 to 48 hours notice; or critical – less than 6 hours notice).

The contract commenced February 9, 2015, continues until April 6, 2015, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through July 24, 2015, and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial approximate 5½-month term. Compensation for this contract, together with all other similar contracts, combined, may not exceed \$550,000 for the entire approximate 4-year and 8½-month term, including the renewal and extension periods. The Department advised that as of March 23, 2015, there have not been any expenditures incurred under this contract.

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

The contract was awarded through a competitive procurement process from four bids received, of which two bids were considered non-responsive. Schreiber Translation, Inc. was the second lowest responsive bidder. The Department advised that a secondary contractor is needed because of the increased demand for services. Dantli Corp. was the lowest responsive bidder.

FM-1 on this agenda is an amendment to a contract with Dantli Corp. to increase the maximum compensation to provide similar services. As noted, combined compensation for all similar contracts may not exceed \$550,000.

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 Baltimore County Department of Health and Human Services provides services to a varied clientele. As such, it is necessary to obtain on-site language interpretation, including American Sign Language to accurately relay medical and other information to non-English speaking clients.

Schreiber Translation, Inc., a secondary vendor, will provide on-site interpretation services as needed Monday through Friday from 8:00 am to 5:00 pm and outside of Monday through Friday 8:00 am to 5:00pm to include weekends and holidays if Dantli Corporation is unable to provide. Interpreters will be provided as follows: within 48 hours of notice (routine), within six hours of notice (expedited) and less than a six hour notice (critical). Fees are based on times of request, level of notice and any core/non-core language.

Core languages include Amharic, Arabic, Bengali, Burmese, Chin Hahka, Cantonese, Dari, Farsi/Persian, French, Gujarati, Haitian, Creole, Hindi, Korean, Mandarin, Nepali, Portuguese, Romanian, Russian, Somali, Spanish, Swahili, Tagalog, Tigrinya, Turkish, and Urdu.

The initial term of the contract is 2/9/2015 until April 6, 2015 unless approved by County Council and then the initial term continues until July 24, 2015. There are four-one year renewals. The total amount of the life of the contract is \$550,000. Four-hundred forty four individuals were served last fiscal year.

Other agencies may utilize this contract.

FM-3 (Contract)

Council District(s) All

Department of Public Works

License – Use of Building AH – 2800 Eastern Boulevard

The Administration is requesting approval of a 2-year license agreement totaling \$144,000 with Middle River Station Development, LLC to use Building AH in the Middle River Station (Depot) development in Middle River for the storage of road salt. The agreement is effective from April 1, 2015 through March 31, 2017 with no option for renewal. The agreement provides that the County will pay Middle River Station Development, LLC the sum of \$144,000 in 24 equal monthly installments of \$6,000 for use of the facility.

Fiscal Summary

Funding Source	Amount	Notes
County ⁽¹⁾	\$ 144,000	⁽¹⁾ General Fund Operating Budget. ⁽²⁾ Total payments of \$144,000 for the 2-year period, payable in 24 equal monthly installments of \$6,000.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 144,000</u> ⁽²⁾	

Analysis

The County will enter into a 2-year license agreement with Middle River Station Development, LLC to use Building AH in the Middle River Station (Depot) development in Middle River (located at 2800 Eastern Boulevard across from Martin State Airport) for the storage of road salt. The Department advised that this storage is needed for additional salt supplies in order to meet demand and to avoid supply delays.

The agreement is for the 2-year period from April 1, 2015 through March 31, 2017 with no option for renewal. The agreement provides that the County will pay Middle River Station Development, LLC the sum of \$144,000 in 24 equal monthly installments of \$6,000 for use of the facility. The County may not assign this license without the prior written consent of Middle River Station Development, LLC.

The Department advised that this facility, an abandoned warehouse, was selected due to its availability, cost, and location; the facility is accessible for any County highway shop east of I-83, and will serve as a stockpile for those highway shops located from Route 43 to Eastern Boulevard. The Department also advised that it began using this facility for salt storage in December 2014; expenditures for the use of this facility for the 4-month period (December 2014 through March 2015) totaled \$24,000.

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 license agreement commences April 1, 2015. We believe this situation may constitute a violation of the aforementioned section of the County Charter since the agreement commences prior to Council approval.

FM-4 (Contract)

Council District(s) All

Office of Budget and Finance

Carpet Cleaning and Floor Services

The Administration is requesting approval of a contract with The Principle Group, LLC to provide carpet and floor cleaning services at various County-owned and/or operated buildings on a scheduled basis. The contract commences upon Council approval, continues for 1 year, and will automatically renew for four additional 1-year periods. Compensation may not exceed the amount appropriated for these services during the entire term of the contract. Estimated compensation totals \$219,880 for the initial 1-year term and \$1,244,976 for the entire 5-year term, including the renewal periods.

Fiscal Summary

Funding Source	Initial Term	Total Compensation	Notes
County ⁽¹⁾	\$ 219,880	\$ 1,244,976	(1) General Fund Operating Budget.
State	--	--	(2) Estimated compensation for the initial 1-year term.
Federal	--	--	(3) Estimated compensation for the entire 5-year term, including the renewal periods.
Other	--	--	
Total	<u>\$ 219,880</u> ⁽²⁾	<u>\$ 1,244,976</u> ⁽³⁾	

Analysis

The contractor will provide carpet cleaning and floor cleaning, stripping, sealing, and finishing services at various County-owned and/or operated buildings throughout the County. (See Exhibit A for buildings that the contractor could potentially service.) The contractor will provide all supervision, labor, equipment, and floor cleaning materials. The contract specifies cleaning tasks to be performed for each of four specific types of flooring: porous (linoleum and concrete floors); semi-porous (vinyl, epoxy, thermoplastic, and sealed porous floors); non-porous (terrazzo, quarry

tile, sports flooring, and rubber flooring); and carpeting. It is anticipated that each building will be treated every 6 months; however, floor treatments may be scheduled more frequently if circumstances dictate the need.

The County will be billed at unit prices per square foot. Prices for labor and materials vary from \$0.03/sq. ft. to \$0.90/sq. ft. based on floor type (e.g., carpet, vinyl, ceramic tile); total square footage (1-250, 251-1,000, 1,001-5,000, 5,001-15,000, 15,001 and above); hours worked (regular or overtime), and tasks performed (cleaning versus moving furniture). Services may be performed during regular business hours (8:00 a.m. to 5:00 p.m.), at night, or on weekends, including County holidays. Overtime hours are considered to be Monday through Friday (5:00 p.m. through 8:00 a.m.), weekends, and County holidays. Services performed by the contractor will be subject to inspection and approval by the Office of Budget and Finance, Property Management Division, which will also coordinate all work.

The contract commences upon Council approval, continues for 1 year, and will automatically renew for four additional 1-year periods on the same terms and conditions unless the County provides notice of non-renewal. Compensation may not exceed the amount appropriated for these services during the entire term of the contract. Estimated compensation totals \$219,880 for the initial 1-year term and \$1,244,976 for the entire 5-year term, including the renewal periods.

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

The contract was awarded through a competitive procurement process based on low bid from eight bids received.

The Office of Budget and Finance advised that the contract is needed to cover some existing gaps in coverage due to absences/vacancies. The Office also advised that the County is planning to increase its reliance on contractual cleaning services as more employees retire or leave County service. The Office further advised that the contract is needed in preparation for the end of the Expert Carpet Cleaning contract (see below), which Property Management assumed in its management of Library facilities.

On July 7, 2014, the Council approved an amendment to a contract between the Board of Library Trustees for Baltimore County and Expert Carpet Cleaning, Inc. to provide carpet cleaning services for 18 Baltimore County Public Library (BCPL) branch locations and the BCPL administrative office. The amendment assigned the pre-existing contract to the County, effective July 1, 2014 when the County assumed maintenance duties for BCPL, through the remaining 2 years of the contract (July 1, 2014 through June 30, 2016) at an estimated cost of \$163,625.

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....”

COUNTY-OWNED AND/OR OPERATED BUILDINGS TO BE SERVICED

Towson Core

Bykota Senior Center	611 Central Avenue	21204
Cockeysville Police Precinct	111 Wright Avenue	21030
Cockeysville Senior Center	10535 York Road	21030
Glen Arm Maintenance Facility	12200A Long Green Pike	21057
Human Resources	308 Allegheny Avenue	21204
Hunt Valley, Gilroy	11120 Gilroy Road	21031
Jacksonville Senior/Community Center	3605A Sweet Air Road	21131
Towson Police Precinct	115 W. Susquehanna Ave.	21204

Eastside

Ateaze Center	7401 Holabird Avenue	21222
Eastern Family Resource Center	9100 Franklin Square Drive	21237
Edgemere Senior Center	6600 North Point Road	21219
Essex Police Precinct	216 North Marlyn Avenue	21221
Essex Senior Center	600 Dorsey Avenue	21221
Fleming Senior Center	641 Main Street	21222
Northeast Regional Rec Center	7501 Oakleigh Road	21234
Overlea Senior Center	4314 Fullerton Avenue	21236
Parkville Police Precinct	8532 Old Harford Road	21234
Parkville Senior Center/Recreation Center	8601 Harford Road	21234
Police Aviation Hangar	801 Wilson Point Road	21220
Police Marine Unit	3033 Strawberry Point Road	21220
Rosedale Senior Center	1208 Neighbors Avenue	21237
Seven Oaks Senior Center	9210 Seven Courts Drive	21236
Sollers Point Community Center	325 Sollers Point Road	21222
Stembridge Community Center	99A Stemmers Run Road	21221
Victory Villa Community Center	404 Compass Road	21220
Victory Villa Senior Center	403 Compass Road	21220
White Marsh Police Precinct	8220 Perry Hall Boulevard	21236

Westside

Arbutus Senior Center	855A Sulphur Spring Road	21227
Catonsville Senior Center	501 N. Rolling Road	21228
Hannah More Health Center	12035 Reisterstown Road	21136
Hannah More/Reisterstown Senior Center	12035 Reisterstown Road	21136
Lansdowne Senior Center	424 Third Avenue	21227
Liberty Family Resource Center/Health	3525 Resource Drive	21133
Liberty Senior Center	3525 Resource Drive	21133
Pikesville Police Precinct	215 Milford Mill Road	21208
Pikesville Senior Center	1301 Reisterstown Road	21208
Randallstown Community Center	3505 Resource Drive	21133
Wilkens Police Precinct	901 Walker Avenue	21228
Woodlawn Police Precinct	6424 Windsor Mill Road	21207
Woodlawn Senior and Community Center	2120 Gwynn Oak Avenue	21207

Provided by: Office of Budget and Finance

MB-2 (Res. 17-15)

Council District(s) 1

Mrs. Bevins (By Req.)

Department of Permits, Approvals and Inspections

Disposal of Parcel – Catonsville Junior High School

This resolution authorizes the County to dispose of approximately 11.81 acres of property formerly owned by the Board of Education of Baltimore County (the Board) and known as Catonsville Junior High School. The property is located at 106 Bloomsbury Avenue in Catonsville. The property will be transferred back to the Board for potential use as a replacement for the existing Catonsville Elementary School facility. The Administration has advised that the property, which will be conveyed for no monetary consideration, is no longer needed for public use. See Exhibit A.

Fiscal Summary

The Board conveyed this property to the County on July 16, 1998 for no monetary consideration. The County is now reconveying the property back to the Board for no monetary consideration. Because there are no additional costs associated with this reconveyance and the County no longer needs the property for public use, there is no fiscal impact associated with this resolution.

Analysis

The 11.81-acre property to be disposed of consists of a historic building once known as Catonsville Junior High School, built in 1925, and a separate gymnasium building, built in 1991. The property most recently was occupied by the Department of Recreation and Parks and the Baltimore County Board of Elections; these functions have since been relocated. The property has an assessed value of approximately \$4.4 million. The Interagency Committee on School

Construction (IAC), which approved the Board's acquisition of the property on April 29, 2014, has advised that any plans to redevelop the historic building must be approved by the Maryland Historical Trust. In a letter from the IAC dated May 2, 2014, the Committee agrees that renovating and adding to the existing buildings at the former Catonsville Junior High School is a viable solution to address the overcrowding in the Catonsville area, which cannot be accommodated at the current Catonsville Elementary School site due to its small size of 6.19 acres. The State has not yet approved any construction funding for this project. Baltimore County Public Schools (BCPS) advised that the renovation of the former Catonsville Junior High School is expected to begin in June 2015, with the facility expected to be ready for the 2016-17 school year. BCPS further advised that future plans for the current Catonsville Elementary School site are still under discussion with the County.

When the Board conveyed this property to the County on July 16, 1998, one of the conditions of the transfer was that the County must obtain approval from the Board of Public Works (BPW) before further conveying the property. Accordingly, BPW approved the County's conveyance of the property back to the Board for use as the new Catonsville Elementary School on January 28, 2015.

County Code, Section 3-9-104(a)(2), requires Council approval of the disposal of property acquired from the Board of Education of Baltimore County.

EXECUTIVE SUMMARY

PROGRAM TITLE:	Reconveyance of Catonsville Junior High School Property.
FISCAL MATTER:	Resolution
GRANTOR:	Baltimore County, Maryland
GRANTEE:	Board of Education of Baltimore County
PROPERTY INTEREST TO BE CONVEYED	11.812 Acres
PURCHASE PRICE:	N/A
IMPROVEMENTS AFFECTED BY ACQUISITION:	N/A
PURPOSE OF PROJECT:	To reconvey Board of Education Property back to the Board of Education for future use as an elementary school.

Prepared by: Department of Permits, Approvals & Inspections

MB-3 (Res. 18-15)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Economic and Workforce Development

Chesapeake Enterprise Zone

Resolution 18-15 designates a new enterprise zone in the County's eastside, to be known as the Chesapeake Enterprise Zone.

The Maryland Enterprise Zone Program is a local economic development program established by the Maryland General Assembly that gives local governments the legal authority to offer economic incentives and to fund matching and supplemental incentives. Enterprise zones in the state offer an attractive location alternative for businesses that invest in physical improvements and increase employment. There are two main benefits for a business located in an enterprise zone, real property tax credits and state income tax credits. If a business increases the value of its real property by making physical improvements, it may be eligible to receive real property tax credits over a 10-year period on the value of the improvement. The credit equals 80% of the tax that would have been paid *on the improvement* in the first 5 years and it decreases by 10% in each of the next 5 years. If the business hires new employees, it may be eligible for a one-time state income tax credit of \$1,000 per net new employee. That credit can rise to \$6,000 per new employee over 3 years if the employee is determined to be economically disadvantaged when hired.

The North Point Enterprise Zone was recognized and designated by the Maryland Department of Business and Economic Development (DBED) on December 15, 1995. Baltimore County applied for designation of the 2,400-acre zone as part of a comprehensive revitalization strategy for southeastern Baltimore County. The zone designation was one element of a business retention and development strategy that included visits with individual businesses and targeted marketing of specific larger industrial properties.

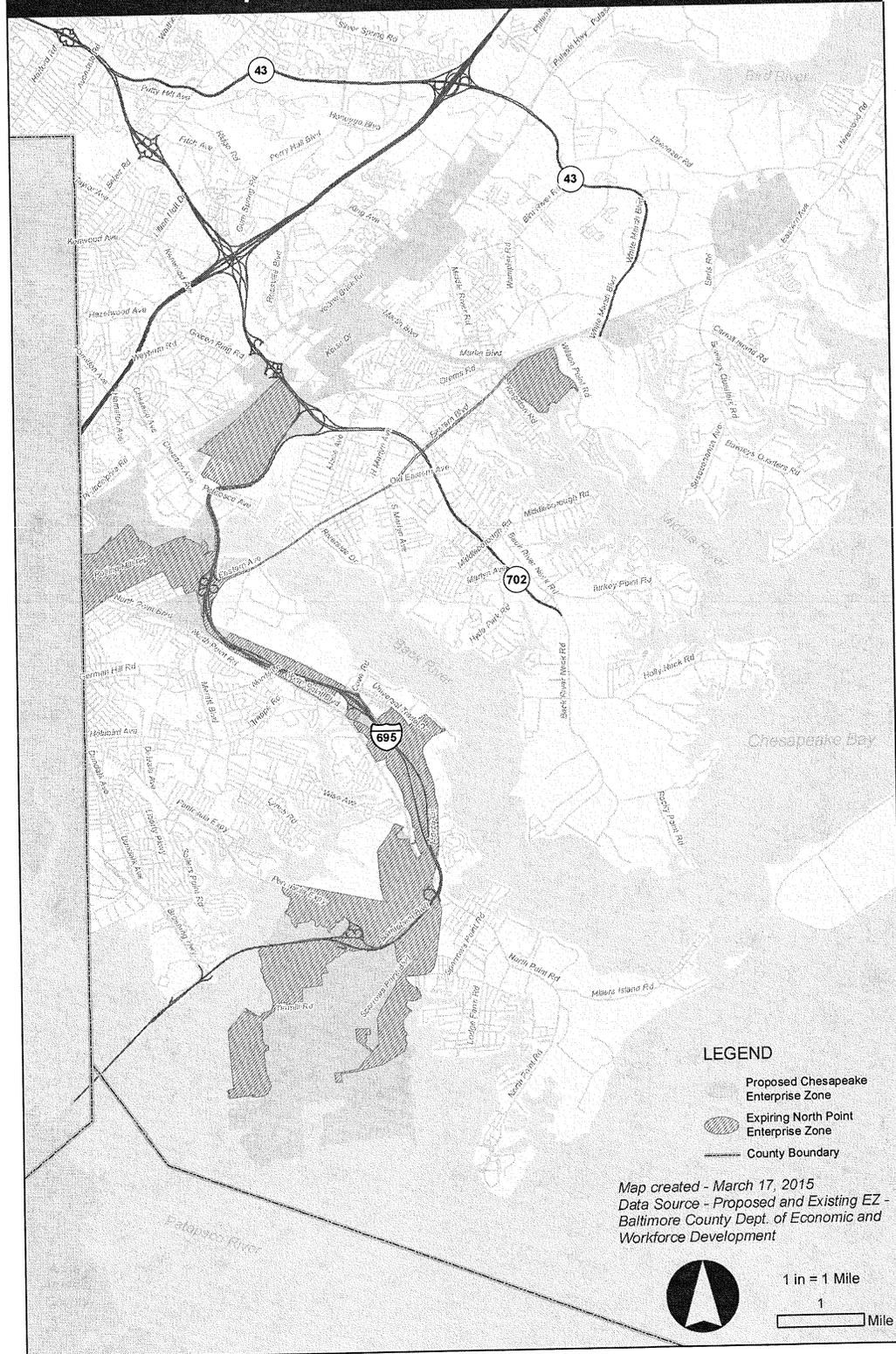
The North Point Zone was subsequently amended four times between 1997 and 2001 to add areas that had not been included in the original zone. In 2005, at the expiration of the original 10-year life of the zone, Baltimore County applied for designation of a 2,800-acre North Point zone that included modification of the zone boundaries. That application was approved. The current zone extends from Sparrows Point to Chesapeake Park in Middle River, but includes only land zoned for manufacturing.

The current North Point Zone expires in December 2015. DBED accepts applications for zone designation twice a year, on April 15 and October 15. The Department of Economic and Workforce Development prepared an application for designation of a new zone on the eastside called the Chesapeake Enterprise Zone. This application will be submitted to DBED for approval. State law requires that a resolution of support for the application be approved by the County Council. The process also calls for a public hearing. The Department advised that the public hearing was advertised in the *Baltimore Sun*, the *Dundalk Eagle*, and the *East County Times* and was held on March 25, 2015.

The Administration believes that the designation of a portion of the eastside of Baltimore County as an Enterprise Zone will continue to encourage business investment in the area and will result in additional employment opportunities. The Administration advised that any tax credits resulting from this designation would not represent lost revenue, but rather would result from improvements that might not have been made if not for the designation.

A map of the proposed area is attached. See Exhibit A.

DRAFT Proposed Chesapeake Enterprise Zone Map



BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
APPENDIX A

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

TO: Fred Homan
Administrative Officer **DATE:** 02/06/15

FROM: Keith Dorsey, Director 
Office of Budget & Finance **COUNCIL MEETING**
DATE: 04/06/15

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 7369 RCC Consultants Inc. – PSAP Consultant – Early EMD & EFD Dispatch

Purchase Order 7369 was issued for a subject matter expert to conduct research and report on existing fire dispatch protocols, the associated 9-1-1, and Computer Aided Dispatch system functions that support those operations at the Baltimore County 9-1-1 Center and the other counties. The contractor provided a report investigating and comparing various counties that dispatch both paid and volunteer personnel for fire/rescue and EMS.

As indicated in Robert Stradling's memo dated December 29, 2014, in order to provide an equivalent to the County's volunteer organization (without paid County personnel assigned to VFD stations), additional research is needed from counties that are similar in structure to the County. To update the report and include five counties with properly qualified volunteer organizations increases the order by \$8,000.00 to \$27,200.00

Amount: \$27,200.00
Award Date: 02/06/15

c: M. Field
T. Peddicord
L. Smelkinson

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

TO: Fred Homan
Administrative Officer **DATE:** 02/20/15

FROM: Keith Dorsey, Director *KAD* **COUNCIL MEETING**
Office of Budget & Finance **DATE:** 4/06/15

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 7713 Harris Corporation – Direction Finder, Radio – Maintenance 1 year

This Purchase Order is for maintenance of Harris Corporation equipment owned by the Baltimore County Police Department.

The Police Department's Intelligence Section owns and operates Harris wireless direction finding equipment. This equipment is used to locate suspects, victims and missing persons. There are a number of components including highly sensitive radios, amplifiers and antenna array.

According to Chief James W. Johnson's memo dated 12/23/14, the components must operate within very tight tolerances. Radios, amplifiers and antenna array require maintenance and software upgrades to optimize operations.

The maintenance and software upgrades are only available from Harris Corporation. They do not license or employ any other companies to provide this service.

Amount: \$32,447.00
Award Date: 02/20/15

MA 2885 Bibliotheca LLC – Radio Frequency Identification (RFID) Products - BCPL

This contract is to upgrade the Radio Frequency Identification (RFID) System and provides for various security products to protect the Baltimore County Public Library's (BCPL) 1.8 million items.

As specified in Robert Stradling's memo dated January 8, 2015, existing RFID equipment is at, or is soon reaching end of life and needs to be replaced. Contractor's security products are unique to the RFID library market and cannot be acquired elsewhere. In addition, Contractor's RFID security system works in unison with the BCPL's integrated library system (Polaris) to provide information and services to library customers. This upgrade will also allow the RFID system to be Payment Card Industry compliant.

Information Technology request creation of a six (6) year Master Agreement to ensure compatibility and functionality of the RFID security system which will not exceed \$868,133.00.

Not to Exceed: \$868,133.00

Award Date: 02/20/15

c: M. Field
 T. Peddicord
 L. Smelkinson

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

TO: Fred Homan
Administrative Officer **DATE:** 3/2/15

FROM: Keith Dorsey, Director  **COUNCIL MEETING**
DATE: 4/06/15
Office of Budget & Finance

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 7735 Penn Veterinary Supply Inc. – Surgical Equipment for Dundalk Spay/Neuter Clinic

This purchase order is for surgical equipment for the new Dundalk Health Center – Animal Services, Spay and Neuter Clinic at 7702 Dunmanway, Dundalk, MD 21222.

After a competitive bid process, a purchase order was issued to Penn Veterinary Supply, Inc. in September, 2013, to purchase surgical equipment to open the Spay and Neuter Trailer at Animal Services, 13800 Manor Road, Baldwin, MD 21013.

According to the memo dated February 9, 2015 from Dr. Gregory Branch, Director of Health and Human Services, Baltimore County is establishing a second Spay and Neuter clinic that will be identically outfitted as the one in Baldwin. The completion schedule for this clinic that was given is four (4) weeks and several of these pieces of equipment may have a delivery time of 4-6 weeks. As the competitive process for this equipment was already completed and due to the quick turnaround time, a purchase order was issued to Penn Veterinary Supply, Inc.

Amount: \$57,324.88
Award Date: 03/2/15

PO 7782 Cargill Salt Inc. dba Cargill Inc. – Rock Salt

This purchase order is for an emergency purchase of Road Salt for deicing.

According to the memo dated February 24, 2015 from Public Works Director Edward Adams, recent snow and ice events have depleted our stock of road salt in Baltimore County salt domes. The county contractor, Morton Salt, Inc., has informed us that they are out of salt. The next ship to arrive locally with salt tonnage will be on or about March 14th, 2015.

In order to continue salting county roads an additional 10,000 tons of road salt has been purchased as an emergency from Cargill Salt Inc. of North Olmsted, Ohio at a cost of \$84.86 per ton.

Amount: \$848,600.00

Award Date: 03/3/15

PO 7784 Eastern Salt Company Inc. – Rock Salt

This purchase order is for an emergency purchase of Road Salt for deicing.

According to the memo dated February 24, 2015 from Public Works Director Edward Adams, recent snow and ice events have depleted our stock of road salt in Baltimore County salt domes. The county contractor, Morton Salt, Inc., has informed us that they are out of salt. The next ship to arrive locally with salt tonnage will be on or about March 14th, 2015.

In order to continue salting county roads an additional 5,000 tons of road salt has been purchased as an emergency from Eastern Salt Company, Inc. of Lowell, Massachusetts at a cost of \$79.00 per ton.

Amount: \$395,000.00

Award Date: 03/3/15

c: M. Field
T. Peddicord
L. Smelkinson