

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

*Issued: May 21, 2015
Work Session: May 26, 2015
Legislative Day No. 11: June 1, 2015*

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



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

June 1, 2015

NOTES TO THE AGENDA

TABLE OF CONTENTS

	PAGE
LEGISLATIVE SESSION	
Witnesses	ii
<u>BILLS – FINAL READING</u>	
Bill 39-15	1
Bill 40-15	2
Bill 41-15	5
Bill 42-15	7
Bill 43-15	8
Bill 44-15	10
Bill 45-15	13
Bill 46-15	15
<u>FISCAL MATTERS</u>	
FM-1	17
FM-2	19
FM-3	21
FM-4	23
FM-5	26
FM-6	30
FM-7	34
FM-8	38
FM-9	44
FM-10	47
<u>MISCELLANEOUS BUSINESS</u>	
MB-2 (Res. 39-15)	51
MB-9	52
APPENDIX	
Correspondence (1) (a)	56
Correspondence (1) (b)	58

**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2015, LEGISLATIVE DAY NO. 11
JUNE 1, 2015 6:00 P.M.**

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

Page

CALL OF BILLS FOR FINAL READING AND VOTE

ARNOLD JABLON, ADMINISTRATIVE OFFICE

1 Bill 39-15 - Mrs. Bevins(By Req.) - Compensation - Board of Appeals

DON BRAND, DEPARTMENT OF PERMITS, APPROVALS & INSPECTIONS

2 Bill 40-15 - Mrs. Bevins(By Req.) - The Building Code of Baltimore County

5 Bill 41-15 - Mrs. Bevins(By Req.) - The Plumbing and Gasfitting Code of Baltimore County

ED ADAMS, DIRECTOR, DEPARTMENT OF PUBLIC WORKS

7 Bill 42-15 - Mrs. Bevins(By Req.) - Flood Insurance Rate Maps - Conforming Legislation

8 Bill 43-15 - Mrs. Bevins(By Req.) - CEB - Department of Public Works - General Fund - Storm Emergencies Program

ANDREA VAN ARSDALE, DIRECTOR, DEPARTMENT OF PLANNING

10 Bill 44-15 - Mrs. Bevins(By Req.) - CEB - Turner Station Strategic Demolition Grant

DR. GREGORY BRANCH, DEPARTMENT OF HEALTH & HUMAN SERVICES

13 Bill 45-15 - Mrs. Bevins(By Req.) - CEB - Infants and Toddlers Program

COUNCIL

15 Bill 46-15 - Mr. Marks - Honeygo Area Revisions

APPROVAL OF FISCAL MATTERS/CONTRACTS

GEORGE SARRIS, BALTIMORE COUNTY PUBLIC SCHOOLS

17 1. BAT#15-07 - Baltimore County Public Schools - Implement managed print services - OBF

SUSAN DUBIN, ASSISTANT COUNTY ATTORNEY, OFFICE OF LAW

19 2. Agreement - Elaine C. Katz-Professional Services - Executive Director of the Baltimore County Ethics Commission -Law

ROBERT STRADLING, DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY

21 3. BAT#15-02 - Baltimore County Public Library - Employees - OIT

ED ADAMS, DIRECTOR, DEPARTMENT OF PUBLIC WORKS

23 4. BAT#15-04 - Department of Public Works - Storm clean up/road conditions

ELIZABETH GLENN/ANDREA VAN ARSDALE, DIRECTOR, DEPARTMENT OF PLANNING

26 5. Amendment #2 to Contract - Community Assistance Network (CAN) - Operation of homeless shelters - Planning

30 6. Amendment to Contract - St. Vincent de Paul of Baltimore, Inc. - Hannah More Shelter - Planning

34 7. Contracts - (5) - Lead hazard reduction services - At-risk households - Planning

DR. GREGORY BRANCH, DEPARTMENT OF HEALTH & HUMAN SERVICES

38 8. Amendments to Contracts - (3) - Outpatient substance use disorder treatment services - HHS

44 9. BAT#15-05 - Department of Health and Human Services - Animal Services Program - HHS

47 10. Amendments to Contracts - (3) - Youth Services Bureaus - Health Services - HHS

**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2015, LEGISLATIVE DAY NO. 11
JUNE 1, 2015 (Cont'd)**

Page

MISCELLANEOUS BUSINESS

COUNCIL

- 56 1. Correspondence - (a)(3) - Non-Competitive Awards (April 10, 2015)
58 (b)(2) - Non-Competitive Awards (April 30, 2015)
51 2. Res. 39-15 - Mr. Marks - Land Banking for Future School Construction
3. Res. 40-15 - Mr. Quirk - Property Tax Exemption - BLIND - Mildred Rivera-Rau
4. Res. 41-15 - Mr. Jones - Property Tax Exemption - DAV - John W. McBride
5. Res. 42-15 - Mr. Jones - Property Tax Exemption - DAV - Aaron Robinson, Sr.
6. Res. 43-15 - Mr. Jones - Property Tax Exemption - DAV - Attichous E. Brinson, III
7. Res. 44-15 - Mr. Crandell - Property Tax Exemption - DAV - Wade Vallimont
8. Res. 45-15 - Mrs. Almond - Property Tax Exemption - DAV - Eric Whitford

Frona Cohen, Office of Communications

- 52 9. Grants – Mrs. Bevins (By Req.) – FY 2016 Arts and Sciences General Fund Grants

Bill 39-15

Council District(s) All

Mrs. Bevins (By Req.)

Administrative Office

Compensation – Board of Appeals

Bill 39-15 proposes to grant a cost-of-living increase and a 3% bonus to the members of the Board of Appeals.

Section 3-5-102 of the County Code sets the compensation for the members of the Board of Appeals. This section was last amended in 2014 when the Council approved a \$3,000 increase for each member (Bill 7-14).

Bill 39-15 amends the statute to provide a 3% cost-of-living increase to the members. The Chairman's salary will now be \$21,630. The salary of each member will be \$18,540. In an uncodified section, the bill also provides for a one-time bonus of 3%.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 39-15 will take effect on July 1, 2015.

Bill 40-15

Council District(s) All

Mrs. Bevins (By Req.)

Department of Permits, Approvals & Inspections

The Building Code of Baltimore County

Section 35-2-201 of the Baltimore County Code requires the Department of Permits, Approvals and Inspections to prepare and submit legislation amending the Building Code of Baltimore County within 9 months after publication of each new edition of the Triennial International Code Council's International Building Code. The legislation must be submitted to the County Executive for review and then to the County Council for adoption.

Bill 40-15 replaces the 2012 Building Code of Baltimore County, as adopted by Bill 40-12, with the 2015 International Building Code, International Residential Code, International Mechanical Code, and International Energy Conservation Code.

A summary of specific changes to the current ordinance is attached. See Exhibit A.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 40-15 will take effect on July 1, 2015.

Executive Summary of the 2015 Baltimore County Building Code
(Effective July 1, 2015)

Since 2001, the Baltimore County Code has required that the Department of Permits, Approvals & Inspections submit each new triennial edition of the International Code Council's building code to the County Executive for his review and submission to the County Council for approval. Therefore, legislation is being submitted to adopt the 2015 editions of the International Residential Code (IRC), the International Building Code (IBC), the International Mechanical Code (IMC) and the International Energy Conservation Code (IECC), along with local amendments reflecting local practices and conditions. These codes establish minimum construction requirements to safeguard the use and occupancy of new and substantially renovated existing buildings.

From 1970 to 2001, the County adopted the BOCA Building Code, one of the three statutory members of the International Code Council. The adoption of the 2015 editions of these codes will continue a 45 year tradition of responsible and comprehensive building construction regulation.

The code changes in each triennial edition of these codes are of three basic types: changes which present new and improved building materials and construction methods developed and tested over the last 3 years; changes which restrict or limit the use of those building materials and construction methods that have not met expectations and changes which improve life safety such as requirements for smoke and carbon monoxide alarms and automated sprinkler systems. Maryland's law related to building codes is called the Maryland Building Performance Standards (MBPS). The Maryland Codes Administration adopted the 2015 editions of the ICC Codes with an effective date of January 1, 2015. State regulations require that Baltimore County adopt the 2015 MBPS by July 1, 2015 with modifications to meet local conditions except that such modifications cannot weaken (1) the energy code provisions, (2) the provisions of the Maryland Accessibility Code, (3) automatic fire sprinkler systems provisions for townhouses and one- and two-family dwellings and (4) the wind design and wind-borne debris provisions.

Past examples of the benefits to County citizens by the adoption of this code are (1) the requirement of automatic fire sprinkler systems in one- and two-family dwellings effective July 1, 2010; (2) added restrictions on the use of portable generators regarding setbacks from neighboring properties as well as guarding families from possible carbon monoxide poisoning; (3) instituted procedures ensuring the safe operation of rooftop solar PV systems in order to protect property owners as well as firefighters; and (4) increased energy efficiencies in new buildings.

Examples of changes in the 2015 code editions include (1) the adoption of revised wind speeds, (2) reducing the allowable loading for several species of wood joists, (3) the addition of nail penetration & spacing requirements for vinyl siding, (4) the elimination of the energy code's blanket exemption of historic buildings, (5) revisions to

the building envelope and duct leakage testing requirements, (6) new and revised requirements for hot water distribution efficiency, and (7) a new Energy Rating Index (ERI) compliance path, which adds a performance path for compliance such as the widely-used HERS Index.

Bill 41-15

Council District(s) All

Mrs. Bevins (By Req.)

Department of Permits, Approvals & Inspections

The Plumbing and Gasfitting Code of Baltimore County

Bill 41-15 adopts the 2015 National Standard Plumbing Code Illustrated, with certain amendments, deletions and additions, as the Plumbing and Gasfitting Code of Baltimore County.

Baltimore County has for more than 50 years adopted the most recent editions of the National Standard Plumbing Code Illustrated (NSPCI), the National Fuel Gas Code (NFGC), and the Liquefied Petroleum Gas Code (LPGC). The 2015 NSPCI, the 2015 NFGC, and the 2014 LPGC, along with local amendments reflecting local practices and conditions, as well as additions reflecting State and local laws and regulations, comprise the Plumbing and Gasfitting Code of Baltimore County (Code).

The Code provides government entities, code administrative bodies, and the industry with a modern code designed to ensure the proper installation of plumbing systems. It is maintained on a yearly basis and published every 3 years on the same schedule as the Building Code of Baltimore County, with supplements added after each annual revision cycle. The Code was last adopted on April 15, 2013 (Bill 17-13) due to the publishing of the NSPCI in late 2012.

The County's Plumbing Code Committee reviews and updates the Code annually to respond to changes in plumbing technology and industry practices country-wide. The Plumbing Code Committee consists of representatives from the County Departments of Public Works and Environmental Protection and Sustainability, the Chief Plumbing Inspector within the Department of Permits, Approvals and Inspections, three Master Plumbers who sit on the Plumbing and Gasfitting Board, a Maryland Professional Engineer, and a representative of the Home Builders Association.

According to the Administration, examples of new requirements in the 2015 edition of the NSPCI include: acceptance of stainless steel as a substitute for piping and fixtures made of brass and associated metals that use lead in their production; a reduction in water use by requiring that no more than 2 ounces of cold water pass through a public lavatory faucet before turning warm; a requirement that shower pan liners be tested for leakage; a requirement of minimum flow rates for emergency eyewash and shower equipment; and expanding the situations where check valves are required to avoid contamination of the potable water supply.

Most of the Code changes are a result of two developments: the introduction of new plumbing materials and methods developed and tested over the last 3 years; and restrictions on existing plumbing materials and methods resulting from recognition within the plumbing industry of their inferior performance.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 41-15 will take effect on July 1, 2015.

Bill 42-15**Council District(s) All**

Mrs. Bevins (By Req.)

Department of Public Works

Flood Insurance Rate Maps – Conforming Legislation

Bill 42-15 proposes to amend the County's Floodplain Management law in order to adopt the current Flood Insurance Rate Maps as requested by the Federal Emergency Management Agency (FEMA). The County had adopted these maps by regulation on May 5, 2014, but FEMA has insisted that they be codified in the County Code.

One substantive change made to the Floodplain Management Program is to require that, for the purposes of building permit issuance, the base flood elevation for structures in the tidal floodplain area must be maintained at no less than the requirement originally adopted by the County in May 2014.

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 42-15 will take effect on July 1, 2015, retroactive to May 5, 2014, the date of the adoption of the regulation referred to above.

Bill 42-15 is a companion measure to Bill 40-15, which amends the Baltimore County Building Code.

Bill 43-15 (Supplemental Appropriation)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Public Works

General Fund – Storm Emergencies Program

The Administration is requesting a supplemental appropriation of Unassigned General Fund Balance (Surplus) funds totaling \$11.3 million to the Department of Public Works, Storm Emergencies Program to fund higher-than-anticipated costs related to the 2014-2015 snow season.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County ⁽¹⁾	\$ 11,300,000	\$ 5,987,025	\$ 17,287,025
State	--	--	--
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 11,300,000</u>	<u>\$ 5,987,025</u>	<u>\$ 17,287,025</u>

⁽¹⁾ General Fund Balance (Surplus).

Analysis

The Department advised that funds totaling \$11.3 million are needed in the Bureau of Highways and Equipment Maintenance – Storm Emergencies Program to cover excess costs for employee overtime (\$1.9 million), contractual services for snow removal and de-icing services (\$3.6 million), and salt (\$5.8 million). These excess costs are due to the Bureau’s efforts to clear and maintain County roads during and after 20 snowstorms that impacted the County during the 2014-2015 winter snow season that began in November 2014 and ended in March 2015.

This bill appropriates \$11.3 million from Surplus to the Storm Emergencies Program, increasing the FY 2015 Program budget from \$5,987,025 to \$17,287,025.

As of June 30, 2014, the County's Unassigned General Fund Surplus totaled \$199,476,630, excluding \$85,186,783 designated for revenue stabilization (i.e., "Rainy Day" use). On November 3, 2014, the Council approved an emergency supplemental appropriation of Surplus funds totaling \$2,543,617 for the Office of Information Technology.

The proposed supplemental appropriation will not affect ongoing spending subject to the Spending Affordability Committee's FY 2015 guideline.

With the affirmative vote of five members of the County Council, Bill 43-15 will take effect June 14, 2015.

Bill 44-15 (Supplemental Appropriation)

Council District(s) 7

Mrs. Bevins (By Req.)

Department of Planning

Turner Station Strategic Demolition Grant

The Administration is requesting a supplemental appropriation of state funds totaling \$37,000 to the Turner Station Strategic Demolition Grant Gifts and Grants Fund program. The funds will be used to demolish two blighted, vacant County-owned dwellings located at 102 and 106 Avondale Road in Turner Station in the Greater Dundalk/Sparrows Point Sustainable Community. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State ⁽¹⁾	\$ 37,000	--	\$ 37,000
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 37,000</u>	<u>--</u>	<u>\$ 37,000</u>

⁽¹⁾ Maryland Department of Housing and Community Development, Strategic Demolition and Smart Growth Investment Fund Program funds. No County matching funds are required.

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 seven designated Sustainable Communities: Catonsville/Patapsco, Hillendale/Parkville/Overlea, Pulaski Highway, Greater Dundalk/Sparrows Point, Towson, Reisterstown, and Randallstown.

The proposed \$37,000 supplemental appropriation will be used to demolish 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 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 for the demolition, and the timeframe for the demolition will depend on contractor availability. The Department estimates that the demolition process, including permitting, will take 3 weeks to complete. Demolition costs total an estimated \$37,705. The Department 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.

The Department advised that a specific grant period has not been determined. No County matching funds are required for this grant.

On August 4, 2014, the Council approved Resolution 58-14 endorsing this Community Legacy Project and approving the County's application to the Maryland Community Legacy Program in pursuit of \$38,000 in State grant funding. The Department advised that County Capital Projects funds will be utilized for demolition costs exceeding the County's \$37,000 grant award in light of the \$37,705 estimate received from the County's on-call contractor. The Department further advised that a total project cost related to the acquisition (e.g., attorney's fees, title search fees) and demolition of these properties was not readily available.

With the affirmative vote of five members of the County Council, Bill 44-15 will take effect June 15, 2015.

Executive Summary

The Department of Planning applied for and has been awarded a community legacy grant in the amount of \$37,000 from the Maryland Department of Housing and Community Development. The purpose of this grant is to demolish 2 properties in the Dundalk/Sparrows Point area: 102 and 106 Avondale Road, Dundalk, MD 21222.

The two properties are now controlled by the County, and due to their condition, it has been determined that demolition is the most appropriate action. Each of the two lots has one vacant, single family dwelling on it. As the houses have fallen into an extreme state of disrepair, they are now visually unappealing, are a safety hazard and are a nuisance to neighboring property owners.

There is a need for newly constructed housing in the area. The demolition of these properties will pave the way for new housing at the site; improving the quality of life in the community by increasing housing options and enhancing the appearance of the community.

Bill 45-15 (Supplemental Appropriation)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Health and Human Services

Infants and Toddlers Program

The Administration is requesting a supplemental appropriation of federal funds totaling \$6,575 to the Infants and Toddlers Program Gifts and Grants Fund program. The funds will be used to cover the increase in health care costs for one existing part-time (34 hrs.-per-wk.) Social Worker I.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County ⁽¹⁾	--	\$ 100,045	\$ 100,045
State	--	--	--
Federal ⁽²⁾	\$ 6,575	63,301	69,876
Other	--	--	--
Total	<u>\$ 6,575</u>	<u>\$ 163,346</u>	<u>\$ 169,921</u>

⁽¹⁾ Local Share Program funds.

⁽²⁾ U.S. Department of Education funds. No County matching funds are required.

Analysis

The Infants and Toddlers Program is for families of children from birth through 36 months of age who may have developmental disabilities, delays, or special health needs. The Program is a joint venture among the Baltimore County Department of Health, Department of Social Services, Baltimore County Public Schools, and private agencies.

The mission of the Program is to support the family within their community as they facilitate their child's learning and development. The expected outcome of the Program is that all children will enter kindergarten ready to learn while each family will be empowered to support their child's development and engage in partnerships with their school communities. In FY 2015, the Program expects to serve 215 infants and toddlers along with their families.

The Department of Social Services provides social work staff (a part-time (34 hrs.-per-wk.) Social Worker I and a full-time Social Worker II) to conduct assessments, services, and linkages to families who meet program eligibility requirements. The proposed \$6,575 supplemental appropriation will be used to cover additional health care costs for the part-time Social Worker I. The Department advised that the position was filled in mid-FY 2015, and actual health care costs are expected to exceed budgeted costs.

The grant period is FY 2015. The Department advised that the County's Local Share Program funds the Social Worker II position and other miscellaneous program expenses in order to supplement the grant-funded part-time position. No County matching funds are required for this grant.

With the affirmative vote of five members of the County Council, Bill 45-15 will take effect June 14, 2015.

Bill 46-15

Council District(s) 5

Mr. Marks

Honeygo Area Revisions

Bill 46-15 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, which boundaries included Bel Air 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 Honeygo 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 46-15 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, Bill 46-15 eliminates the Bean Run, Belair Road, Bird River, and Honeygo Run subareas and replaces them with the new Eastern and Western subareas. 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) 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. Finally, the bill contains an uncodified section which states that the Act “shall not be applicable to development plans that have been fully and finally approved prior to the effective date of this Act.”

With passage by the County Council, Bill 46-15 will take effect 45 days after its enactment.

FM-1 (BAT 15-07)

Council District(s) All

Baltimore County Public Schools

Implement Managed Print Services

The Administration is requesting approval of a budget appropriation transfer (BAT) totaling \$8.5 million within the Baltimore County Public Schools (BCPS) budget to implement the FY 2015 operating plan, including the BCPS curriculum and managed print services at 58 schools, and to reallocate budgeted funding to correspond with actual school-based funding decisions.

Fiscal Summary

Transfer From	Program	Current Appropriation	Transfer Amount	Adjusted Appropriation
3501	Administration	\$ 50,757,530	\$ (1,100,000)	\$ 49,657,530
3506	Special Education	168,057,408	(2,000,000)	166,057,408
3509	Student Transportation Services	65,941,161	(400,000)	65,541,161
3510	Operation of Plant	98,640,709	(5,000,000)	93,640,709
			<u>\$ (8,500,000)</u>	
Transfer To				
3502	Mid-level Administration	\$ 92,096,969	\$ 2,500,000	\$ 94,596,969
3503	Instructional Salaries and Wages	468,728,095	600,000	469,328,095
3504	Instructional Textbooks/Supplies	23,950,783	1,800,000	25,750,783
3505	Other Instructional Costs	14,147,620	3,600,000	17,747,620
			<u>\$ 8,500,000</u>	

Analysis

Source of Funds

BCPS advised that funds are available in the Administration (\$1.1 million), Special Education (\$2.0 million), Student Transportation Services (\$400,000), and Operation of Plant (\$1.8 million) programs as a result of salary savings generated from attrition, difficulty in filling certain positions (e.g., bus drivers and attendants due to increased physical examination and self-pay fingerprinting requirements), and leaving positions vacant longer. Funds are also available in the Operation of Plant program due to savings from electric utilities (\$2.6 million) and heating oil (\$600,000).

Use of Funds

BCPS advised that \$8.5 million of additional funds is needed to cover costs as follows:

- \$4.4 million for managed print services, which includes the replacement of desktop printers and copiers with fewer, larger multi-purpose machines located in central locations in 58 schools (included in the Mid-level Administration (\$1.5 million) and Other Instructional Costs (\$2.9 million) programs);
- \$3.5 million for the reallocation of school budget funding to correspond with principals' decisions regarding the use of such funds in the Instructional Textbooks/Supplies (\$1.8 million), Mid-level Administration (\$1.0 million), and Other Instructional Costs (\$700,000) programs; and
- \$600,000 for excess salary costs due to unachieved (lower-than-expected) turnover in the Instructional Salaries and Wages program.

The proposed budget appropriation transfer will not affect ongoing spending subject to the Spending Affordability Guideline for FY 2015.

FM-2 (Contract)

Council District(s) All

Office of Law

**Professional Services –
Executive Director of the Baltimore County Ethics Commission**

The Administration is requesting approval of a contract with Elaine C. Katz to serve as the Executive Director of the Baltimore County Ethics Commission. The contract commences July 1, 2015 and continues through June 30, 2016. Compensation may not exceed \$30,000 for the entire 1-year term.

Fiscal Summary

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

Analysis

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

elected or appointed official or a candidate for office; not an employee of the state, a political subdivision, or municipal corporation of the state, or a political party; and not required to file a lobbying registration).

The Ethics Commission recommended Elaine C. Katz for the Executive Director position, and the County Executive subsequently appointed her. The Office advised that Ms. Katz has served as Executive Director of the Ethics Commission for over 11 years (yearly reappointments).

The contract commences July 1, 2015 and continues through June 30, 2016. Compensation may not exceed \$30,000 for the entire 1-year term. Either party may terminate the agreement at any time. In the event of termination, Ms. Katz's compensation would be pro-rated on a monthly basis.

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

FM-3 (BAT 15-02)

Council District(s) All

Office of Information Technology

Baltimore County Public Library – Employees

The Administration is requesting approval of a General Fund budget appropriation transfer (BAT) totaling \$483,331 from the Reserve for Contingencies Program to the Department of Libraries – Customer Support Services Program to fund salaries and associated FICA costs for nine positions that will be transferred back from the Office of Information Technology to the Library.

Fiscal Summary

<u>Transfer From</u>	<u>Program</u>	<u>Current Appropriation</u>	<u>Transfer Amount</u>	<u>Adjusted Appropriation</u>
047-4701	Reserve for Contingencies	\$ 1,000,000 ⁽¹⁾	\$ (483,331)	\$ 516,669
 <u>Transfer To</u>				
037-3703	Department of Libraries – Customer Support Services	\$ 9,467,478	\$ 483,331	\$ 9,950,809

⁽¹⁾ Excludes the effects of BAT 15-04 (FM-4) on this agenda, which is transferring \$500,000 to the Department of Public Works.

Analysis

Source of Funds

The source of funding for the transfer is the Reserve for Contingencies Program. Specifically, \$483,331 is available from the \$1,000,000 (see footnote ⁽¹⁾ above) that is presently unexpended and unencumbered within the Reserve for Contingences Program.

Use of Funds

The FY 2015 budget included the transfer of 28 positions from the Library to the Office of Information Technology (OIT). The transfer was the result of a business process analysis performed over the Library's information technology (IT) function, which identified several areas in which the Library and OIT were duplicating efforts, resources, and contracts. However, it was subsequently determined that nine of the positions did not provide traditional IT services. The funds will be used for the salaries (\$449,401) and associated FICA costs (\$33,930) for the nine positions that will be transferred back to the Library.

This BAT and BAT 15-05 (FM-4) on this agenda will affect ongoing spending subject to the Spending Affordability Committee's FY 2015 guideline; following approval of these two agenda items, the FY 2015 budget will be approximately \$302,000 under the guideline.

County Charter, Section 712, provides that "[d]uring any fiscal year, the county council, upon the recommendation of the county executive on the advice of the county administrative officer, may make additional or supplementary appropriations from unexpended and unencumbered funds set aside for contingencies in the county budget...provided that the director of finance shall certify in writing that such funds are available for such appropriation."

FM-4 (BAT 15-04)

Council District(s) All

Department of Public Works

Storm Cleanup/Road Conditions

The Administration is requesting approval of a General Fund budget appropriation transfer (BAT) totaling \$500,000 from the Reserve for Contingencies Program to the Department of Public Works – General Operations and Maintenance Program to fund higher-than-anticipated costs for overtime and operational supplies to address road repairs as a result of the 2014-2015 winter season. See Exhibit A.

Fiscal Summary

<u>Transfer From</u>	<u>Program</u>	<u>Current Appropriation</u>	<u>Transfer Amount</u>	<u>Adjusted Appropriation</u>
047-4701	Reserve for Contingencies	\$ 516,669 ⁽¹⁾	\$ (500,000)	\$ 16,669
070-7502	Department of Public Works – General Operations and Maintenance	\$ 12,891,793	\$ 500,000	\$ 13,391,793

⁽¹⁾ Balance after BAT 15-02 (FM-3) on this agenda, which is transferring \$483,331 to the Baltimore County Public Library.

Analysis

Source of Funds

The source of funding for the transfer is the Reserve for Contingencies Program. Specifically, \$500,000 is available from the \$516,669 (see footnote ⁽¹⁾ above) that is presently unexpended and unencumbered within the Reserve for Contingences Program.

Use of Funds

The funds will be used for operational supplies (\$450,000) and overtime (\$50,000) to address deteriorated road conditions resulting from the 2014-2015 winter season. Specifically, the number of storm events, their duration, and the icy combination of precipitation along with the low temperatures greatly impacted roadway surfacing throughout the County. The Department advised that it repaired 18,243 potholes in the month of March and anticipates repairing 75,000 potholes in FY 2015. In addition, the Department advised that the extremely cold temperatures also caused more than 500 utility breaks for which the Department had to restore paving after the utilities were dug up and repaired.

This BAT and BAT 15-02 (FM-3) on this agenda will affect ongoing spending subject to the Spending Affordability Committee's FY 2015 guideline; following approval of these two agenda items, the FY 2015 budget will be approximately \$302,000 under the guideline.

County Charter, Section 712, provides that "[d]uring any fiscal year, the county council, upon the recommendation of the county executive on the advice of the county administrative officer, may make additional or supplementary appropriations from unexpended and unencumbered funds set aside for contingencies in the county budget...provided that the director of finance shall certify in writing that such funds are available for such appropriation."

EXECUTIVE SUMMARY

The Department is requesting a budget appropriation transfer of \$500,000 from Reserve for Contingencies to address expenditures in excess of FY 15 Appropriations to address road conditions as a result of the 2014-2015 winter season.

On the heels of the ²⁰¹³⁻²⁰¹⁴ 2014-2013 winter season, which saw 19 winter events with snow fall as high as 85 inches in some parts of the region, the winter season of 2014 – 2015 presented itself as equally challenging. The season saw 20 events beginning in late November and ending in late March. February 2015 was the second coldest on record since 1934, with some days being the coldest on record. The number of events, their duration, and icy combination of precipitation combined with the bitter temperatures greatly impacted roadway surfacing throughout the County. In the month of March alone the Bureau of Highways repaired 18,243 pot holes with repair efforts still on-going. The Bureau anticipates repairing close to 75,000 pot holes in FY 15. In FY 14 the Bureau repaired 63,732 pot holes (a near 18% increase). In addition to the damage caused by the precipitation's freeze thaw process and efforts to make the roadways safe and passable, the extremely cold temperatures impacted roadway surfacing in another way. More than 500 utility breaks were recorded in the County during the season. They attribute this to back-to-back bad winters. The work to address the damage caused in both the immediate (to address driver safety issues) and longer term, more permanent repairs in the spring is anticipated to result in expenditures in program 001-070-7502 to exceed appropriations.

Funds are available in Reserve for Contingencies to address unforeseen situations as the one addresses above.

FM-5 (Contract Amendment)

Council District(s) All

Department of Planning

Operation of Homeless Shelters

The Administration is requesting a second amendment to a contract with Community Assistance Network, Inc. (CAN) to continue to operate the Eastside Family Shelter in Rosedale for homeless women and families and the Westside Men’s Shelter in Catonsville for homeless men. The original contract commenced October 1, 2012. The proposed amendment, which commences July 1, 2015, extends the current contract for an additional 1-year period through June 30, 2016 and provides the option to renew for an additional 1-year period through June 30, 2017. Compensation may not exceed \$1,487,114 for FY 2016. Maximum compensation remains unchanged during the renewal period. See Exhibit A.

Fiscal Summary

Funding Source	Contract Amendment	Current Maximum Compensation	Amended Maximum Compensation
County ⁽¹⁾	\$ 2,974,228	\$ 3,907,460	\$ 6,881,688
State	--	--	--
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 2,974,228</u> ⁽²⁾	<u>\$ 3,907,460</u>	<u>\$ 6,881,688</u> ⁽³⁾

(1) General Fund Operating Budget.

(2) Maximum compensation for the 1-year contract extension and additional 1-year renewal term.

(3) Maximum compensation for the entire 5-year term, including the extension and renewal periods.

Analysis

Under the proposed amendment, the contractor will continue to operate the 24-hour-per-day, year-round Eastside Family Shelter and the Westside Men's Shelter. The contractor is responsible for providing residents with a safe, supportive, and sanitary environment; three meals per day; sleeping accommodations, bathrooms, and common areas; and access to services that address the root causes of homelessness. Clients have access to day resource center services and also participate in the County's Homeless Management Information System and the annual Point in Time Survey. The Eastside Family Shelter is located at the County-owned Eastern Family Resource Center and can accommodate 125 clients per night. The County-owned Westside Men's Shelter is located on leased grounds at the Spring Grove Hospital Center and can accommodate 110 men per night. The Department advised that in FY 2014, the contractor served 747 individuals at the Eastside Family Shelter and 462 individuals at the Westside Men's Shelter.

On October 1, 2012, the Council approved the original 3-year agreement totaling \$1,239,690 for the initial 9-month term with compensation for subsequent fiscal years to be negotiated. On April 7, 2014, the Council approved the first amendment to the agreement, which increased the maximum compensation by \$32,000, from \$1,239,690 to \$1,271,690, for the contract's first renewal period that ended June 30, 2014. The amendment also revised the compensation terms from subject to negotiation each renewal year to limited to the amount of funds allocated to provide these services. The Department advised that compensation for the second renewal period (FY 2015) is limited to \$1,396,080.

The proposed amendment extends the current contract for one additional 1-year period through June 30, 2016 and provides the option to renew for one additional 1-year period through June 30, 2017. Compensation may not exceed \$1,487,114 for FY 2016. Maximum compensation remains unchanged during the renewal period. All other terms and conditions remain unchanged. The County may terminate the agreement by providing 30 days prior written notice.

The original contract was awarded through a competitive procurement process; however, CAN was the only contractor to submit a bid for the operation of these two shelters. As of February 2015, \$3,095,208 had been expended under this contract. (The Department advised that it is currently reviewing the contractor's invoices for March and April 2015.)

The County owns one other homeless shelter, the Hannah More Shelter in Reisterstown; this shelter is operated by St. Vincent de Paul of Baltimore, Inc. (see related FM-6 on this agenda). The County is currently replacing the Westside and Eastside shelter facilities; the Department advised that construction of the Westside Men's Shelter is expected to be completed in June 2015, and construction of the Eastside Family Shelter is expected to be completed in December 2016. The Department further advised that the County is extending the contract with CAN to allow time for construction to be completed; the County will then solicit bids for the operation of all three shelters. The Department advised that potential contractors will be able to tour all three shelters and better understand the scope of operations.

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
Community Assistance Network Contract Extension

In October 2012, Baltimore County entered into an agreement with Community Assistance Network, Inc. (CAN) for the operation of two homeless shelters; the Eastside Family Shelter, located at 9100 Franklin Square Drive, Rosedale, Maryland, and the Westside Men's Shelter, located at 55 Wade Avenue, Catonsville, Maryland. The original contract included two renewal terms, of which the final renewal term expires June 30, 2015. The County is extending the current agreement with CAN for an additional year, through June 30, 2016, with an option to renew for an additional one year term, through June 30, 2017.

CAN's Eastside Family Shelter is a 125 bed facility (owned by Baltimore County) for families and for single women. CAN's Westside Men's Shelter is a 110 bed facility (owned by Baltimore County) for men. The shelters operate 24 hours per day, 365 days a year. In addition to meeting the basic needs of shelter residents (sleeping accommodations, meals, shower and laundry facilities), the shelters provide comprehensive case management and supportive services to assist residents to increase self-sufficiency and transition into permanent housing. Supportive services include, but are not limited to, health and mental health care, assistance in accessing mainstream resources, life skills classes, counseling, employment readiness and search assistance, tutoring and activities for children (Eastside Family Shelter), and assistance in securing housing. During the winter, each shelter opens an additional 15 beds for the County's Code Blue Shelter operation, to provide shelter during freezing weather conditions. In FY 14, the Eastside Family Shelter served 747 individuals, while the Westside Men's Shelter served 462 individuals.

Baltimore County is currently replacing the Westside Men's Shelter and the Eastside Family Shelter with newly constructed buildings. Construction of the Westside Men's shelter commenced in Summer 2014 and is expected to be completed in late June 2015 and will remain on the grounds of Spring Grove State Hospital. Construction of the new Eastside Family Shelter is expected to commence September 2015 and be completed by December 31, 2016.

The County is extending the contract with the Community Assistance Network, Inc. until such time as both new shelters are constructed. It is the County's intention to then solicit bids for the operation of these two shelters, as well as a third County shelter, housed at Hannah More in Reisterstown and currently operated by St. Vincent de Paul of Baltimore. This will allow potential vendors to tour the shelters, and to better understand the scope of operations in the facilities.

FM-6 (Contract Amendment)

Council District(s) All

Department of Planning

Hannah More Shelter

The Administration is requesting an amendment to a contract with St. Vincent de Paul of Baltimore, Inc. to continue to operate the Hannah More Shelter in Reisterstown. The original contract commenced November 12, 2012. The proposed amendment, which commences July 1, 2015, extends the current contract for an additional 1-year period through June 30, 2016 and provides the option to renew for an additional 1-year period through June 30, 2017. Compensation may not exceed \$744,569 for FY 2016. Maximum compensation remains unchanged during the renewal period. See Exhibit A.

Fiscal Summary

Funding Source	Contract Amendment	Current Maximum Compensation	Amended Maximum Compensation
County ⁽¹⁾	\$ 1,381,104	\$ 1,820,589	\$ 3,201,693
State ⁽²⁾	108,034	--	108,034
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 1,489,138</u> ⁽³⁾	<u>\$ 1,820,589</u>	<u>\$ 3,309,727</u> ⁽⁴⁾

(1) General Fund Operating Budget.

(2) Maryland Department of Human Resources.

(3) Maximum compensation for the 1-year contract extension and additional 1-year renewal term.

(4) Maximum compensation for the entire 4-year and 10½-month term including the extension and renewal periods.

Analysis

Under the proposed amendment, the contractor will continue to operate the 24-hour-per-day, year-round Hannah More Shelter and is responsible for providing residents with a safe, supportive, and sanitary environment; three meals per day; sleeping accommodations, bathrooms, and common areas; and access to services that address the root causes of homelessness. All services are provided using a trauma-informed service delivery model that focuses on healing clients and helping them cope with the life-altering effects of homelessness while also emphasizing rapid rehousing into permanent or transitional housing. Clients also participate in the Homeless Management Information System and the annual Point in Time Survey. The Hannah More Shelter is a County-owned, 85-bed facility that can accommodate single women and one- or two-parent families with children. The Department advised that the shelter served 425 individuals in FY 2014.

On October 1, 2012, the Council approved the original approximate 2-year and 10½-month contract, which commenced November 12, 2012. Compensation was limited to \$423,018 for the initial approximate 7½-month term; \$688,458 for the first renewal period; and \$709,113 for the second renewal period, for a total of \$1,820,589 for the entire approximate 2-year and 10½-month term. The proposed amendment extends the current contract for an additional 1-year period through June 30, 2016 and provides the option to renew for an additional 1-year period through June 30, 2017. Compensation may not exceed \$744,569 for FY 2016. Maximum compensation remains unchanged during the renewal period. Maximum compensation totals \$1,489,138 for the 1-year contract extension and 1-year renewal period. Maximum compensation totals \$3,309,727 for the entire 4-year and 10½-month term. All other terms and conditions remain unchanged. The County may terminate the agreement by providing 60 days prior written notice.

The original contract was awarded through a competitive procurement process based on price and program services, making it the “best value for the County” from two bids received. As of February 2015, \$1,503,927 had been expended under this contract. (The Department advised that it is currently reviewing the contractor’s invoices for March and April 2015.)

The County owns two other homeless shelters, the Westside Men’s Shelter and the Eastside Family Shelter, and these shelters are operated by the Community Assistance Network (CAN),

Inc. (see related FM-5 on this agenda). The County is currently replacing the Westside and Eastside shelter facilities; the Department advised that construction of the Westside Men's Shelter is expected to be completed in June 2015, and construction of the Eastside Family Shelter is expected to be completed in December 2016. The Department further advised that the County is extending the contract with St. Vincent de Paul of Baltimore, Inc. for the operation of the Hannah More Shelter to allow time for construction to be completed on the Eastside and Westside shelters; the County will then solicit bids for the operation of all three shelters. The Department advised that potential contractors will be able to tour all three shelters and better understand the scope of operations.

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
St. Vincent de Paul Contract Extension

In November 2012, Baltimore County entered into an agreement with St. Vincent de Paul of Baltimore (St. Vincent de Paul) for the operation of the Hannah More Shelter, located at 12041 Reisterstown Road, Reisterstown, Maryland. The original contract included two renewal terms, of which the final renewal term expires June 30, 2015. The County is extending the current agreement with St. Vincent de Paul for an additional year, through June 30, 2016, with an option to renew for an additional one year term, through June 30, 2017.

St. Vincent de Paul's "Sarah's Hope" Hannah More Shelter is a 85 bed facility (owned by Baltimore County) for one or two parent families with children, as well as for single women who are homeless and in need of short term convalescent care. The shelter operates 24 hours per day, 365 days a year. In addition to meeting the basic needs of shelter residents (sleeping accommodations, meals, shower and laundry facilities), the shelter provides comprehensive, trauma-informed case management and supportive services to assist residents to increase self-sufficiency and transition into permanent housing. Supportive services include, but are not limited to, health and mental health care, assistance in accessing mainstream resources, parenting and other life skills classes, counseling, employment readiness and search assistance, tutoring and activities for children, and assistance in securing housing. In FY 14, the Hannah More Shelter served 425 individuals.

The shelter contract was part of an RFP for operations at three shelters (Hannah More, Eastside Family Shelter and Westside Men's Shelter). St. Vincent de Paul was the winning bidder for the Hannah More Shelter, while the Community Assistance Network (CAN) was the selected bidder for the other two shelters.

Baltimore County is currently replacing the Westside Men's Shelter and the Eastside Family Shelter with newly constructed buildings. Construction of the Westside Men's shelter commenced in Summer 2014 and is expected to be completed in late June 2015. Construction of the new Eastside Family Shelter is expected to commence September 2015 and be completed by December 31, 2016.

The County is extending the contract with St. Vincent de Paul until such time as the new Eastside Family Shelter and the Westside Men's Shelter are constructed. It is the County's intention to then solicit bids for the operation of all three shelters. This will allow potential vendors to tour all three shelters, and to better understand the scope of operations in the facilities.

FM-7 (5 Contracts)

Council District(s) All

Department of Planning

Lead Hazard Reduction Services — At-Risk Households

The Administration is requesting approval of five contracts to provide on-call residential lead hazard reduction services throughout the County. The five contractors are: Lewis Construction, LLC; Micklos Painting and Drywall, LLC; Maryland Cleaning & Abatement Services Corp.; SanDow Construction, Inc.; and BARCO Enterprises, Inc. The contracts commence upon Council approval, continue for 2 years, and will automatically renew for one additional 1-year period. The contracts do not specify a maximum compensation for the initial 2-year term. Compensation for all contractors combined may not exceed \$1,700,000 for the entire 3-year term, including the renewal period. Compensation may not exceed \$680,480 for Lewis Construction, LLC; \$697,000 for Micklos Painting and Drywall, LLC; \$842,250 for Maryland Cleaning & Abatement Services Corp.; \$889,700 for SanDow Construction, Inc.; and \$1,269,020 for BARCO Enterprises, Inc. See Exhibit A.

Fiscal Summary

Funding Source	Combined Maximum Compensation	Notes
County	--	(1) U.S. Department of Housing and Urban Development, Office of Healthy Homes and Lead Hazard Control funds.
State	--	
Federal ⁽¹⁾	\$ 1,700,000	(2) Maximum compensation for all contractors combined for the entire 3-year term, including the renewal period. The contracts do not specify a maximum compensation for the initial 2-year term.
Other	--	
Total	<u>\$ 1,700,000</u> ⁽²⁾	

Analysis

The contractors will provide all labor, tools, equipment, fuel, and supervision for the reduction of lead paint hazards in pre-1978 vacant, rental, and owner-occupied rowhome and single-family properties located in the County's Neighborhood Improvement Areas on an as-needed, on-call basis. All lead hazard reduction activities must be performed in compliance with all local, state, and federal environmental and hazardous waste regulations.

To qualify for lead paint reduction, the household income of homeowners or tenants must not exceed certain income limits (e.g., \$65,800 for a family of four). In 90% of the owner-occupied units receiving assistance, a pregnant woman or child under age 6 must reside in or spend a significant amount of time in the residence. In rental properties, a child under age 6 must reside in the rental unit, or the unit must be suitable for a family with children, and the owner must agree to prioritize renting the property, once vacant, to a family with a child under age 6 for the next 3 years. (Homeowners are made aware of the program by the Department's marketing and referral efforts.) After the homeowner (or a tenant and landlord for a rental property) submits an application that is approved by the County, the County's contracted risk assessor or the Department's on-staff risk assessors identify the presence of and recommend how to remediate or abate lead paint and lead hazards on the property. The County generates a scope of work for each property. Currently, the homeowner is responsible for obtaining bids from three certified contractors to complete the work; the County reviews the bids for accuracy and averages the bids to find a total cost. The homeowner is permitted to select any of the three contractors whose bid does not exceed 110% of the average cost. Once the work is completed and subsequently verified by the County, the contractor may request payment from the County. Going forward, should these proposed contracts be approved, the County will be responsible for assigning the work to the five pre-selected contractors. The Department advised that establishing a contractor pool will help to ensure that fair bids are submitted and will also improve the turnaround time for creating lead-safe housing units.

The contracts commence upon Council approval, continue for 2 years, and will automatically renew for one additional 1-year period. The contracts do not specify a maximum compensation for the initial 2-year term. Compensation for all contractors combined may not exceed \$1,700,000 for the entire 3-year term, including the renewal period. Compensation may not exceed \$680,480 for Lewis Construction, LLC; \$697,000 for Micklos Painting and Drywall, LLC; \$842,250 for

Maryland Cleaning & Abatement Services Corp.; \$889,700 for SanDow Construction, Inc.; and \$1,269,020 for BARCO Enterprises, Inc. The Department advised that it intends to issue work equally to all contractors in a general rotation; however, the assignment of work will be at the County's discretion and may be awarded based on demonstrated areas of experience and expertise or based on job location. The Department further advised that it expects to remediate 170 units under these contracts.

Prior to the commencement of the second year of the contract and the additional 1-year 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 agreements by providing 30 days prior written notice.

The five contractors were selected through a competitive procurement process. No other contractors submitted bids.

On July 7, 2014, the Council approved a 5-year and 3-month contract not to exceed \$171,240 with Arc Environmental, Inc. to perform lead hazard risk assessments on behalf of the County. The Department advised that as of May 19, 2015, expenditures for this contract totaled \$10,542.

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

Baltimore County was awarded a \$3,000,000 Lead Hazard Reduction Demonstration Grant from the U.S. Department of Housing and Urban Development (HUD) in 2013 which is scheduled to expire in mid-2016, but could be extended to mid-2017.

To date, under the grant, the households eligible for lead hazard reduction have chosen their own contractor to perform the lead reduction work, and the County has provided grant funds to pay for that work. Contractors provide labor, supervision, materials and debris removal to reduce residential lead exposure by replacing windows, doors and other lead hazards in eligible homes.

Going forward, the County is creating a pool of approved contractors to perform the lead reduction work. The five (5) contractors in the pool are: Lewis Construction, LLC; Micklos Painting & Drywall; Maryland Cleaning and Abatement Corp; San Dow Construction, Inc.; and BARCO Enterprises, Inc. The contractors will be given jobs on a revolving basis. The Lead Project Manager will establish a scope of work and pricing for each project.

The total amount to be expended for all lead reduction jobs with all five (5) contractors is \$1,700,000, and the Lead Project Manager will insure the project totals do not exceed \$1,700,000. This amount should cover the costs to reduce the lead hazard for the remaining 170 households required to meet the County's benchmarks under the grant.

FM-8 (3 Contract Amendments)**Council District(s) All**

Department of Health and Human Services

Outpatient Substance Use Disorder Treatment Services

The Administration is requesting amendments to three contracts to continue to provide substance use disorder treatment services and buprenorphine maintenance treatment services for uninsured County residents. The three contractors are Center for Progressive Learning, Inc. d/b/a First Step, Friends Research Institute, Inc., and Glass Mental Health Foundation, Inc. The current contracts expire June 30, 2015. The proposed amendments, which commence July 1, 2015, extend the current contracts for an additional 1-year period through June 30, 2016, with the option to renew for one additional 1-year period. Estimated compensation for FY 2016 totals \$648,356, \$1,383,782, and \$937,456 for First Step, Friends Research Institute, Inc., and Glass Mental Health Foundation, Inc., respectively. The amendments state that compensation shall not exceed these amounts, unless additional funds become available and the County exercises its right to increase compensation. Total estimated compensation for the three contractors combined over the two additional 1-year periods totals \$5,939,188. See Exhibit A.

Fiscal Summary

Funding Source	Combined Contract Amendments	Current Total Compensation	Amended Total Compensation
County ⁽¹⁾	\$ 799,400	\$ 951,700	\$ 1,751,100
State ⁽²⁾	4,175,938	7,493,423	11,669,361
Federal ⁽³⁾	963,850	4,478,828	5,442,678
Other	--	--	--
Total	\$ 5,939,188 ⁽⁴⁾	\$ 12,923,951	\$ 18,863,139 ⁽⁵⁾

(1) Local Share Program funds.

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

(3) U.S. Department of Health and Human Services, Office of Substance Abuse and Mental Health Services Administration.

(4) Estimated compensation for the three contractors combined for the two additional 1-year periods, assuming the same compensation in FY 2016 and FY 2017.

(5) Estimated compensation for the three contractors combined for the entire 6-year term, including the extension periods.

Analysis

First Step (two locations) and Friends Research Institute, Inc. (three locations) will continue to provide outpatient substance use disorder treatment services for uninsured County residents. Services include outpatient, intensive outpatient, Juvenile Drug Court, buprenorphine maintenance, peer recovery support services, and continuing care. Glass Mental Health Foundation, Inc. will continue to provide medication-assisted treatment (methadone and/or buprenorphine maintenance) at its Timonium and Essex locations for uninsured County residents. First Step, Friends Research Institute, Inc., and Glass Mental Health Foundation, Inc. will provide the buprenorphine maintenance services (including individual and group counseling, medical assessment and monitoring, and urinalysis testing) on an as-needed, fee-for-service basis at the rates of \$25.00, \$25.83, and \$17.71 per day per client, respectively. The Department advised that the contractors will serve approximately 1,636 clients in FY 2015 and 1,493 in FY 2016. See Exhibit A for details.

The proposed amendments are necessary since the current contracts expire June 30, 2015. The Department advised that these services were no longer going to be grant funded after June 30, 2015; however, in December 2014, it was determined that grant funds will continue to be provided

to local jurisdictions for these services. The Department further advised that due to this timing, it was not feasible to procure services through a competitive procurement process.

On June 6, 2011, the Council approved the original 4-year and 3-month contracts, which commenced July 1, 2011. As of May 20, 2015, \$12,585,903 has been expended/encumbered under the contracts for these services.

The proposed amendments, which commence July 1, 2015, extend the current contracts for an additional 1-year period through June 30, 2016 with the option to extend the term for one additional 1-year period, unless the County provides notice of non-renewal. Estimated compensation for the three contractors combined totals \$2,969,594 for FY 2016; estimated compensation for FY 2016 totals \$648,356, \$1,383,782, and \$937,456 for First Step, Friends Research Institute, Inc., and Glass Mental Health Foundation, Inc., respectively. The amendments state that compensation shall not exceed these amounts, unless additional funds become available and the County exercises its right to increase compensation. Estimated compensation for the two additional 1-year periods for the contractors combined totals \$5,939,188, assuming the same FY 2016 compensation in FY 2017. 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 through a competitive procurement process based on best qualifications from five 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

Center for Progressive Learning, Inc. d/b/a First Step, Inc.

The Baltimore County Department of Health seeks to amend the Agreement with Center for Progressive Learning, Inc. d/b/a First Step Inc. to provide outpatient substance use disorder treatment services to uninsured residents of Baltimore County. Services provided under this contract include outpatient, intensive outpatient, Juvenile Drug Court, buprenorphine maintenance, and continuing care. Funding for these services is available through grants from the State of Maryland Department of Health and Mental Hygiene, Behavioral Health Administration allocated to the Baltimore County Department of Health, Bureau of Behavioral Health.

The current Agreement expires on June 30, 2015, and the Department is requesting to extend the Agreement for one year with an option to extend for one (1) additional one-year term with an expiration date of June 30, 2017.

Background

State and Federal funds are provided by the Department of Health and Mental Hygiene, Behavioral Health Administration for the purpose of providing substance use disorder treatment services to Baltimore County residents who are uninsured. The Baltimore County Department of Health provides various treatment services through contracted vendors in the County. As of July 2015, treatment for uninsured clients was to be paid for and managed through the Value Options Administrative Services Organization (ASO) rather than through grant funding to local jurisdictions. However, in December of 2014, Health Officers received written notification that this transition would not take place. Instead, funds would continue to be granted to local jurisdictions for the provision of treatment. Because of the timing of that notification, it was not reasonable or feasible to procure services through a competitive proposal process. Therefore, the Department is requesting to extend the Agreement for an additional year with an option to extend for one (1) additional one-year term with an expiration date of June 30, 2017. This will allow the Department to continue to provide substance use disorder treatment services to uninsured Baltimore County residents.

Through this contract, outpatient substance use disorder treatment services are provided ~~at~~ to Baltimore County residents who are uninsured. In FY 2015, through our current contract with Center for Progressive Learning, Inc. d/b/a/ First Step, Inc., approximately 311 uninsured Baltimore County residents will be provided with various levels of outpatient substance use disorder treatment. For FY 2016, an estimated 281 clients will be served.

Purpose

The Baltimore County Department of Health Bureau of Behavioral Health receives grant funding from the Maryland Department of Health and Mental Hygiene Behavioral Health Administration to provide substance use disorder treatment services to uninsured individuals.

Fiscal

The amount of the Agreement with Center for Progressive Learning, Inc. d/b/a First Step, Inc. is \$648,356 per year.

Prepared by:
Department of Health and Human Services

Executive Summary

Friends Research Institute, Inc.

The Baltimore County Department of Health seeks to amend the Agreement with Friends Research Institute, Inc. to provide outpatient substance use disorder treatment services to uninsured residents of Baltimore County. Services provided under this contract include outpatient, intensive outpatient, Juvenile Drug Court, buprenorphine maintenance, peer recovery support services and continuing care. Funding for these services is available through grants from the State of Maryland Department of Health and Mental Hygiene, Behavioral Health Administration allocated to the Baltimore County Department of Health, Bureau of Behavioral Health.

The current Agreement expires on June 30, 2015, and the Department is requesting to extend the Agreement for one year with an option to extend for one (1) additional one-year term with an expiration date of June 30, 2017.

Background

State and Federal funds are provided by the Department of Health and Mental Hygiene, Behavioral Health Administration for the purpose of providing substance use disorder treatment services to Baltimore County residents who are uninsured. The Baltimore County Department of Health provides various treatment services through contracted vendors in the County. As of July 2015, treatment for uninsured clients was to be paid for and managed through the Value Options Administrative Services Organization (ASO) rather than through grant funding to local jurisdictions. However, in December of 2014, Health Officers received written notification that this transition would not take place. Instead, funds would continue to be granted to local jurisdictions for the provision of treatment. Because of the timing of that notification, it was not reasonable or feasible to procure services through a competitive proposal process. Therefore, the Department is requesting to extend the Agreement for an additional year with an option to extend for one (1) additional one-year term with an expiration date of June 30, 2017. This will allow the Department to continue to provide substance use disorder treatment services to uninsured Baltimore County residents.

Through this contract, outpatient substance use disorder treatment services are provided *of* to Baltimore County residents who are uninsured. In FY 2015, through our current contract with Friends Research Institute, Inc., approximately 984 uninsured Baltimore County residents will be provided with various levels of outpatient substance use disorder treatment. For FY 2016, 904 clients will be served.

Purpose

The Baltimore County Department of Health Bureau of Behavioral Health receives grant funding from the Maryland Department of Health and Mental Hygiene Behavioral Health Administration to provide substance use disorder treatment services to uninsured individuals.

Fiscal

The amount of the Agreement with Friends Research Institute, Inc. is \$1,383,782 per year.

Prepared by:
Department of Health and Human Services

Executive Summary

Glass Mental Health Foundation, Inc.

The Baltimore County Department of Health seeks to amend the Agreement with Glass Mental Health Foundation, Inc. to provide outpatient substance use disorder treatment services to uninsured residents of Baltimore County. Services provided under this contract include medication assisted treatment (methadone and buprenorphine maintenance).

Funding for these services is available through grants from the State of Maryland Department of Health and Mental Hygiene, Behavioral Health Administration allocated to the Baltimore County Department of Health, Bureau of Behavioral Health.

The current Agreement expires on June 30, 2015, and the Department is requesting to extend the Agreement for one year with an option to extend for one (1) additional one-year term with an expiration date of June 30, 2017.

Background

State and Federal funds are provided by the Department of Health and Mental Hygiene, Behavioral Health Administration for the purpose of providing substance use disorder treatment services to Baltimore County residents who are uninsured. The Baltimore County Department of Health provides various treatment services through contracted vendors in the County. As of July 2015, treatment for uninsured clients was to be paid for and managed through the Value Options Administrative Services Organization (ASO) rather than through grant funding to local jurisdictions. However, in December of 2014, Health Officers received written notification that this transition would not take place. Instead, funds would continue to be granted to local jurisdictions for the provision of treatment. Because of the timing of that notification, it was not reasonable or feasible to procure services through a competitive proposal process. Therefore, the Department is requesting to extend the Agreement for an additional year with an option to extend for one (1) additional one-year term with an expiration date of June 30, 2017. This will allow the Department to continue to provide substance use disorder treatment services to uninsured Baltimore County residents.

Medication assisted treatment (methadone maintenance and buprenorphine maintenance), is generally recommended for clients who are addicted to opioids (heroin and/or certain prescription pain medications). In FY 2015, through our current contract with Glass Mental Health Foundation, Inc., approximately 341 uninsured Baltimore County residents will be provided with medication assisted treatment. For FY 2016, an estimated 308 clients will be served.

Purpose

The Baltimore County Department of Health Bureau of Behavioral Health receives grant funding from the Maryland Department of Health and Mental Hygiene Behavioral Health Administration to provide substance use disorder treatment services to uninsured individuals.

Fiscal

The amount of the Agreement with Glass Mental Health Foundation is \$937,456 per year.

Prepared by:
Department of Health and Human Services

FM-9 (BAT 15-05)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Health and Human Services

Animal Services Program

The Administration is requesting approval of a General Fund budget appropriation transfer (BAT) totaling \$340,000 from the Debt Service Program to the Department of Health and Human Services – Animal Services Program to fund higher-than-anticipated personnel and supply costs needed for public spay/neuter and adoption services.

Fiscal Summary

<u>Transfer From</u>	<u>Program</u>	<u>Current Appropriation</u>	<u>Transfer Amount</u>	<u>Adjusted Appropriation</u>
040-4001	Debt Service - General Public Facilities Program	\$ 68,591,934	\$ (340,000)	\$ 68,251,934
<u>Transfer To</u>				
030-3007	Department of Health – Animal Services Program	\$ 2,260,631	\$ 340,000	\$ 2,600,631

Analysis

Source of Funds

The source of funding for the transfer is the Debt Service – General Public Facilities Program. Specifically, \$340,000 is available from the program due to interest savings (e.g., refundings).

Use of Funds

The funds will be used to support the expansion of spay/neuter and adoption services as follows:

- \$210,000 for higher-than-anticipated personnel costs associated with the adjusted shelter hours, including \$140,000 in salaries for veterinarians and veterinary technicians and \$70,000 for staff overtime for necessary animal care and spay/neuter activities; and
- \$130,000 for supplies for current spay/neuter activities, a new satellite spay/neuter facility in Dundalk (expected to open in summer 2015), and the new state-of-the art animal shelter in Baldwin (scheduled to open in late summer/fall 2015).

County Charter, Section 712, provides that “[d]uring any fiscal year, the county council, upon the recommendation of the county executive on the advice of the county administrative officer, may make additional or supplementary appropriations from unexpended and unencumbered funds set aside for contingencies in the county budget...provided that the director of finance shall certify in writing that such funds are available for such appropriation.”

Executive Summary

Budget Appropriation Transfer – Animal Services

The Department of Health and Human Services/Department of Health, is requesting a Budget Appropriation Transfer in the amount of \$340,000 for the County's Animal Services program, 001-030-3007. This BAT will increase the appropriation for Animal Services to \$2,600,631. Funds are made available from interest savings in the Debt Service program.

The Baltimore County Animal Services Division is responsible for enforcing the laws that protect animals, sheltering and returning stray pets to their owners and promoting responsible pet ownership. There have been many positive developments occurring in the Animal Services division throughout the course of FY 2015. Most notably, the expansion of public spay/neuter services to include a satellite spay/neuter facility on the east side of the County. Additional funds are needed for supplies in preparation for this site, as well as for the preparation for the opening of the new state-of-the-art Baldwin facility, scheduled to open late summer/fall. Funds are also needed to cover higher than anticipated personnel costs associated with adjusted adoption hours for greater accessibility to the public, as well as the increase in adoption activity in general.

The Administration, recognizing the public health importance of controlling the pet population and limiting possible rabies transmission in Baltimore County, developed the spay/neuter program to reduce the number of unwanted pets. A Trap Neuter Return (TNR) pilot program will also be introduced this summer to further control the feral cat population.

To cover the cost of these salaries and supplies, the Administration identified funding in the Debt Service program from interest savings.

FM-10 (3 Contract Amendments)

Council District(s) All

Department of Health and Human Services

Youth Services Bureaus – 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., Center for Progressive Learning, Inc. d/b/a First Step, and Lighthouse, Inc. The current contracts expire June 30, 2015. The proposed amendments, which commence July 1, 2015, extend the current contracts for an additional 1-year period through June 30, 2016 and increase the total compensation for the three contractors combined by \$404,649, from \$2,514,519 to \$2,919,168, for the entire 7-year term, including the extension period. See Exhibit A for each contract’s amended compensation.

Fiscal Summary

Funding Source	Contract Amendment	Current Total Compensation	Amended Total Compensation
County ⁽¹⁾	\$ 119,956	\$ 719,736	\$ 839,692
State ⁽²⁾	284,693	1,794,783	2,079,476
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 404,649</u> ⁽³⁾	<u>\$ 2,514,519</u>	<u>\$ 2,919,168</u> ⁽⁴⁾

⁽¹⁾ Local Share Program funds, which will be used to meet the required 25% cash match.

⁽²⁾ Maryland Governor’s Office for Children funds passed through the Baltimore County Local Management Board.

⁽³⁾ Maximum compensation for the three contractors combined for the additional 1-year period (FY 2016).

⁽⁴⁾ Estimated compensation for the three contractors combined for the entire 7-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 contractors will also continue to provide “non-core” services including tutoring, alternative leisure activities, employment assistance, and community education, and training and information relating to youth suicide prevention. 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 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 approximately 60 clients in FY 2016.

The proposed amendments are necessary since the current contracts expire June 30, 2015. The LMB advised that no other certified vendors have been added to provide services in the County and the 1-year extension will allow time needed to solicit new contracts for services.

On June 1, 2009, the Council approved the original 5-year contracts, which commenced July 1, 2009. On August 4, 2014, the Council approved 1-year amendments to the contracts, which commenced July 1, 2014, and increased 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. The LMB advised that \$2,514,519 will be expended under the contracts as of June 30, 2015.

The proposed amendments, which commence July 1, 2015, extend the current contracts for an additional 1-year period through June 30, 2016 and increase the total compensation for the three contractors combined by \$404,649, from \$2,514,519 to \$2,919,168, for the entire 7-year term including the extension period. Compensation for the additional 1-year period may not exceed \$154,144, \$126,978, and \$123,527 for Dundalk Youth Services Center, Inc., First Step, and Lighthouse, Inc., 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.

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 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 2016. 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

MB-2 (Res. 39-15)

Council District(s) 5

Mr. Marks

Land Banking for Future School Construction

Resolution 39-15 is a companion measure to Bill 46-15. Bill 46-15 amends the Baltimore County Zoning Regulations in order to revise the provisions pertaining to the Honeygo Area.

As a corollary to the bill, Resolution 39-15 encourages Baltimore County Public Schools (BCPS) to bank land for future school siting and construction in order to alleviate current and projected overcrowding in the County's public schools.

It has become evident over the past decade that overcrowding poses a significant challenge to the school system, particularly in the County's growth areas, with a number of schools already substantially above capacity. In addition, 80% of the schools are over 40 years old. These factors, combined with the present and projected increases in school population, have put great pressure on the need for more seats.

One method of planning for the future is to "bank" land for future schools – that is, to identify potential land that is suitable for future schools and acquire the land in advance, in order to proactively address the long term school site needs.

Land banking is a viable tool for alleviating school overcrowding and the resolution encourages BCPS to bank land for future school siting and construction.

Resolution 39-15 will take effect on the date of its enactment.

MB-9 (Grants)

Council District(s) All

Mrs. Bevins (By Req.)

Office of Communications

FY 2016 Arts and Sciences General Fund Grants

The Administration is requesting approval of 41 operating grants totaling \$2,849,700 to cultural and artistic nonprofit organizations as approved by the Council during the FY 2016 budget process. See Exhibit A for a listing of the organizations and the respective grant awards.

Fiscal Summary

Funding Source	Amount	Notes
County ⁽¹⁾	\$ 2,849,700	⁽¹⁾ FY 2016 General Fund Operating Budget.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 2,849,700</u>	

Analysis

The Office advised that for FY 2016, the Commission on Arts and Sciences worked within the guidelines established by the County Executive to assure that all grantees provided value to Baltimore County citizens. The Commission evaluated all grant applicants based on artistic merit; service to the community; multicultural outreach; soundness of business practice; and level of service to Baltimore County residents, including partnerships with County-based organizations, creativity of outreach programs to the County, geographic diversity within the County, number of programs/activities that take place in the County, and extent and effectiveness of outreach to youth and artists/performers in the County.

Section 10-1-108(b)(3) of the Baltimore County Code requires all organizations that receive in excess of \$10,000 of arts and sciences grant funds per fiscal year to submit audited financial statements or acceptable equivalent. As of May 21, 2015, the final annual report for The Camp Puh'tok for Boys and Girls, Inc. has not been submitted to the County for the required reporting period (FY 2014); however, the Office advised it is expecting the report the week of May 25th. The Office further advised that the County will not disburse a FY 2016 grant to the organization until it receives the annual report.

Monetary assistance for arts and sciences organizations in excess of \$5,000 is subject to approval by the County Council in accordance with Baltimore County Code, Section 10-1-108. Monetary assistance of \$5,000 or less is subject to the 14-day grant notification process. Although not required, the Office has included \$21,500 for all five operating grants of \$5,000 or less as part of the current request.

FY2016 Arts & Sciences Grants

5901		
American Visionary Art Museum	\$	35,000
Baltimore & Ohio Railroad Museum	\$	25,000
Baltimore Chamber Orchestra	\$	12,100
Baltimore Children's Museum dba Port Discovery	\$	70,000
Baltimore Choral Arts Society	\$	16,000
Baltimore Clayworks	\$	8,300
Baltimore Museum of Art	\$	336,000
Baltimore Museum of Industry	\$	18,000
Baltimore Symphony Orchestra	\$	680,000
Baltimore Theatre Project	\$	7,000
Camp Puh'Tok	\$	18,000
Center Stage Associates dba Center Stage	\$	129,500
Contemporary Arts, Inc.	\$	5,300
Creative Alliance at the Patterson	\$	11,000
Everyman Theatre	\$	10,000
Fire Museum of Maryland	\$	13,000
Glenn L. Martin Maryland Aviation Museum	\$	7,000
Handel Choir of Baltimore	\$	4,000
Hippodrome Foundation, Inc.	\$	49,500
Historic Ships in Baltimore (USS Constellation Museum)	\$	3,500
Historical Society of Baltimore County	\$	12,000
Irvine Nature Center	\$	35,000
Jewish Community Center/Gordon Center for Performing Arts	\$	10,000
Jewish Museum of Maryland	\$	5,000
Ladew Topiary Gardens	\$	12,000
Living Classrooms	\$	25,000
Lyric Foundation (Modell Lyric for Lyric Opera)	\$	40,000
Maryland Academy of Sciences dba MD Science Center	\$	80,000
Maryland Art Place	\$	4,000
Maryland Historical Society	\$	25,000
Maryland Zoological Society dba Maryland Zoo	\$	400,000
MPT Foundation	\$	28,500
Museum of Ceramic Art & Glass	\$	7,000
National Aquarium	\$	170,000
Reginald F. Lewis Museum of MD African American History & Culture	\$	38,000
Star Spangled Banner Flag House Museum	\$	11,000
Towson University Asian Arts & Culture Center	\$	12,000
UMBC Center for Art, Design and Visual Culture	\$	5,000
Walters Art Gallery dba Walters Art Museum	\$	336,000
Young Audiences of Maryland/Arts for Learning	\$	36,000

5902

National Aquarium [year 1 of 5 year commitment]

\$100,000

\$ 2,849,700

Prepared by: Office of Communications

BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
APPENDIX A

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

TO: Fred Homan
Administrative Officer

DATE: 4/10/15

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

**COUNCIL MEETING
DATE:** 6/01/15

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

MA 2911 Geofeedia Inc. – Application Svc Subscription, Social Media Monitoring - PD

This Master Agreement with Geofeedia, Inc. is for location-based social media monitoring, analysis and engagement user licenses for the Criminal Intelligence Unit of the Police Department.

The Criminal Intelligence Unit will use the licenses to quickly search media sources, such as Facebook, Twitter and Instagram, to capture real-time and archived intelligence based upon locations of critical incidents. This information can be immediately forwarded to the command post to assist in tactical decision making to aid in the quick apprehension of a suspect.

As indicated in Chief James W. Johnson's memo dated February 24, 2015, the Geofeedia Location Based Social Media Monitoring and Discovery Platform is patented and proprietary to Geofeedia, Inc. and not available elsewhere.

Amount: Total 5 years: \$100,000.00
Award Date: 04/10/15

MA 2913 Idexx Distribution Inc. – Idexx Feline Combo Test

This Master Agreement is for Feline Leukemia Virus/Feline Immunodeficiency tests (Combo Test) for the Baltimore County Animal Shelter

As stated in Dr. Branch's sole source justification memo dated February 19, 2015, the Feline Leukemia Virus/Feline Immunodeficiency Virus tests are used by Animal Services to determine disease in Shelter cats and assess the safety of the cats in the shelter setting with other felines and so as not to spread diseases in the community.

Idexx is the only supplier that can provide this "Combo test".

Estimated amount of this 5 year Master Agreement \$81,360.00

Amount: \$81,360.00
Award Date: 04/10/15

MA 2927 Cellebrite USA Corp –Cellebrite UFED – Term Agreement for Commodity Purchases

This Master Agreement is to purchase Cellebrite Universal Forensic Extraction Devices (UFED) and annual software upgrades. The Master Agreement will incorporate negotiated Terms and Conditions, Warranty and End User License Agreement (EULA).

Cellebrite UFEDs are the primary tool used by various units of the Police Department to analyze mobile devices. Six new UFED devices, including one year of software upgrades are being purchased at this time. The department estimates that they will purchase 2 devices annually for the term of the agreement.

In addition, the cost to upgrade software for devices currently owned is \$3098.99 annually. The County owns 6 devices which will be upgraded at this time and each year thereafter until the units are retired.

As stated in Chief Johnson's memo dated March 19, 2015, the Digital & Multimedia Evidence Unit (DEMU) is an ASCLD/LAB accredited digital forensic unit and examiners have been trained and certified by Cellebrite in the forensic analysis of mobile devices. The Department intends to maintain consistency, continuity and compatibility to the existing Cellebrite UFED equipment currently in use by the Police Department.

Amount: Total purchases and software upgrades for 5 years: \$273,829.78
Award Date: 04/10/15

c: M. Field
T. Peddicord
L. Smelkinson

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

TO: Fred Homan
Administrative Officer **DATE:** 4/30/15

FROM: Keith Dorsey, Director *KAO* **COUNCIL MEETING**
Office of Budget & Finance **DATE:** 6/1/15

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

MA 2477 Woofound Inc. dba Traitify – Career Assessment Tool – Woofound
Compass

This Master Agreement with Woofound Inc. dba Traitify is for Woofound Compass, a career assessment tool with visual cues used by the Department of Economic and Workforce Development.

Woofound Inc. was awarded a Master Agreement after the competitive bid process for 1 year with 1 renewal year option and a Not to Exceed of \$25,000.

As indicated in Will Anderson's memo dated April 8, 2015, this career assessment tool has been instrumental in assisting clients with determining the appropriate delivery of unemployment services to make informed career choices and training decisions that result in employment. Workforce Development desires to add renewal periods and increase the compensation not to exceed.

Amount Total: \$133,125.00
Award Date: 04/30/15

PO 7905 Baltimore Gas & electric Co. dba BGE – Redwood Avenue & Oakleigh Road
BGE WMS #2467021

This purchase order represents relocation of distribution facilities on Redwood Avenue & Oakleigh Road. BGE owns the distribution facilities and is the only source for this relocation work.

Amount: \$39,624.00
Award Date: 04/30/15

c: M. Field
T. Peddicord
L. Smelkinson