

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

*Issued: November 25, 2015
Work Session: December 1, 2015
Legislative Day No. 20 : December 7, 2015*

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



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

December 7, 2015

NOTES TO THE AGENDA

TABLE OF CONTENTS

	PAGE
LEGISLATIVE SESSION	
Witnesses	ii
 <u>BILLS – FINAL READING</u>	
Bill 86-15	1
 <u>FISCAL MATTERS</u>	
FM-1	2
FM-2	6
FM-3	9
FM-4	12
 <u>MISCELLANEOUS BUSINESS</u>	
MB-3 (Res. 102-15)	16
 APPENDIX	
Correspondence (1) (a)	22

**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2015, LEGISLATIVE DAY NO. 20
DECEMBER 7, 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

COUNCIL

- 1 Bill 86-15 - Mr. Crandell - Manufacturing, Heavy (M.H.) Zone Use Regulations

APPROVAL OF FISCAL MATTERS/CONTRACTS

LIZ GLENN/ANDREA VAN ARSDALE, DEPARTMENT OF PLANNING

- 2 1. Amendment to Contract - Arc Environmental, Inc. - Lead Safe Baltimore County Program - Planning

JAMES W. JOHNSON, CHIEF, POLICE DEPARTMENT

- 6 2. Contract - Sterling Corporation d/b/a Sterling Helicopter - maintenance services - BCPD aircrafts - Police

KEITH DORSEY, DIRECTOR, OFFICE OF BUDGET AND FINANCE

- 9 3. Contract - EDSA, Inc. - Redesign of Patriot Plaza - OBF
12 4. Contract - Burdette, Koehler, Murphy & Associates, Inc. - Mechanical & electrical engineering services-OBF

MISCELLANEOUS BUSINESS

COUNCIL

- 22 1. Correspondence - (a)(3) - Non-Competitive Awards (October 23, 2015)
WITHDRAWN 2. ~~Res. 99-15 - Mr. Marks - Planned Unit Development - McDaniel/Strawbridge Commons - Joppa Chapel Investments, LLC~~

LIZ GLENN/ANDREA VAN ARSDALE, DEPARTMENT OF PLANNING

- 16 3. Res. 102-15 - Mrs. Bevins(By Req.) - Approval of application -Community Legacy Project-Winters Lane Housing Rehabilitation Project

COUNCIL

- WITHDRAWN 4. ~~Res. 103-15 - Mr. Marks - Residential Permit Parking Area - Windwood and Locustvale Roads~~
5. Res. 104-15 - Mr. Jones - Property Tax Exemption - DAV - William M. Horne
6. Res. 105-15 - Mr. Kach - Property Tax Exemption - DAV - Raymond White
7. Res. 106-15 - Mr. Kach - Property Tax Exemption - BLIND - Debra A. Fox

Bill 86-15

Council District(s) All

Mr. Crandell

Manufacturing, Heavy (M.H.) Zone Use Regulations

Bill 86-15 amends the uses permitted by right and by special exception for certain large tracts in the Manufacturing, Heavy (M.H.) Zone. The bill would apply to a tract of land that is located in the M.H. Zone with an Industrial, Major (I.M.) Overlay, and with a minimum tract size of at least 2,500 acres that is under common ownership or control.

In order to enhance the development – and most importantly, the re-development – opportunities for such a unique tract of land, the bill will permit by right the uses permitted by right in the M.H.-I.M. Zone, as well as the uses permitted by right in the Manufacturing, Light – Industrial, Major (M.L.-I.M.) Zone and the Business, Major (B.M.) Zone.

The bill will also permit by right certain uses that would ordinarily be permitted by special exception. These specific uses are the following: airstrips or airports where it is shown that such use will serve primarily the industrial uses in the same area; car washes; cemeteries; commercial and private kennels; controlled excavations; fuel service stations; service garages; moving and storage establishments; outdoor advertising signs; truck stops; and union halls or other places of assembly for employment-related activities.

In addition, Bill 86-15 permits by special exception those uses not listed above that are permitted by special exception in the M.H.-I.M. Zone, as well as uses permitted by special exception in the M.L.-I.M. Zone.

The bill also states that no more than five percent of the area of a tract to which the bill applies may be used for uses permitted in the B.M. Zone that are not otherwise permitted in the M.H. or M.L. Zone. This limits the amount of purely retail or commercial business uses on the tract. Finally, the bill allows the uses permitted by right to be processed for development in the same manner as a limited exemption, as authorized by Section 32-4-106(a) of the County Code.

Bill 86-15, having been passed by the affirmative vote of five members of the County Council, shall take effect on December 21, 2015.

FM-1 (Contract Amendment)

Council District(s) All

Department of Planning

Lead Safe Baltimore County Program

The Administration is requesting an amendment to a contract with Arc Environmental, Inc. to perform radon testing for the Department's Lead Safe Baltimore County program and its Single Family Rehabilitation Grant and Loan program. The proposed amendment limits the compensation paid to the contractor for radon testing to \$25,000 and limits the timeframe for radon testing from September 1, 2015 through June 30, 2016 unless approved by the Council. If approved, the proposed amendment increases the maximum compensation of the contract by \$279,760, from \$171,240 to \$451,000, for the entire 5-year and 3-month term of the contract, including the renewal and extension periods. The contract commenced July 1, 2014. See Exhibit A.

Fiscal Summary

Funding Source	Contract Amendment	Current Maximum Compensation	Amended Maximum Compensation
County	--	--	--
State	--	--	--
Federal ⁽¹⁾	\$ 279,760	\$ 171,240	\$ 451,000
Other	--	--	--
Total	<u>\$ 279,760</u>	<u>\$ 171,240</u>	<u>\$ 451,000</u> ⁽²⁾

⁽¹⁾ U.S. Department of Housing and Urban Development funds.

⁽²⁾ Maximum compensation for the entire 5-year and 3-month term, including the renewal and extension periods.

Analysis

The contractor currently provides approximately 100 lead hazard risk assessments annually on pre-1978 vacant, rental, and owner-occupied rowhome and single-family properties located in the County's Neighborhood Improvement Areas for the Department's Lead Safe Baltimore County program (funded by the U.S. Department of Housing and Urban Development [HUD]). The Department also administers HUD's Single Family Rehabilitation Grant and Loan program, which assists income-eligible homeowners (at or below 80% of the Area Median Income - \$65,800 for a family of four) with grants or low-cost loans to correct hazardous conditions, eliminate safety hazards, repair/replace major systems, etc. The Department advised that approximately 85-100 households each year are assisted with housing rehabilitation loans and grants, and the majority of which receive lead risk assessments through the Lead Safe Baltimore County program. The Department also advised that as part of the environmental review process, HUD requires that each house receiving federal assistance have a lead paint risk assessment and a radon test.

Under the proposed amendment, the contractor will also perform the required radon testing. The amendment states that "the County has determined that it is in the best interest of the County to have the contractor perform the radon testing in conjunction with the lead assessments." To qualify for a risk assessment (i.e., in which the contractor identifies the presence of and recommends how to remediate or abate lead paint and lead hazards on the property), the household income of homeowners or tenants must be at or below 80% of the Area Median Income (i.e., at or below \$65,800 for a family of four) and meet certain occupancy guidelines.

The contractor's base unit price to perform a lead-based paint inspection and risk assessment is \$229.50; to perform radon testing as a stand-alone test is \$450; and to perform both a radon test and lead-based paint risk assessment together is \$300. Other unit prices range from \$4 to \$75 per task depending on the type of service (e.g., lab testing of dust wipe and soil samples for lead paint testing and a mobilization fee for radon testing).

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

On July 7, 2014, the Council approved the original 5-year and 3-month contract (which commenced July 1, 2014), with compensation not to exceed \$171,240. The proposed amendment limits the compensation paid to the contractor for radon testing to \$25,000 and limits the timeframe for radon testing from September 1, 2015 through June 30, 2016 unless approved by the Council. If approved, the proposed amendment increases the maximum compensation of the contract by \$279,760, from \$171,240 to \$451,000, for the entire 5-year and 3-month term of the contract, including the renewal and extension periods. All other terms and conditions remain the same. The County may terminate the agreement by providing 30 days prior written notice.

The original contract was awarded through a competitive procurement process based on low bid from seven bids received. The Department advised that as of November 18, 2015, expenditures under this contract totaled \$7,045.

On August 5, 2013, the Council approved a 5-year and 3-month contract with this contractor not to exceed \$412,600 to provide on-call industrial hygienist services for various County-owned and/or operated facilities.

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



COUNCIL ACTION REQUEST FORM EXECUTIVE SUMMARY

In July 2014, the Department of Planning entered into a contract with Arc Environmental, Inc. to provide Lead Risk Assessments for the Department's Lead Safe Baltimore County program (funded by the Department of Housing and Urban Development). The initial contract term expired June 30, 2015, and the contract has been renewed for the first of four (4) one (1) year renewal terms.

The Department of Planning also administers HUD's CDBG funded Single Family Rehabilitation Grant and Loan Program. Approximately 85 to 100 households each year are assisted with housing rehabilitation loans/grants. As part of the Environmental Review process, HUD requires that each house receiving assistance has a Radon Test and a Lead Paint Risk Assessment.

Accordingly, Amendment No. 1 to the Arc Environmental Agreement will increase the contract amount by \$59,700 per year and will add language to the Scope of Work to accommodate testing for the Single Family Rehab Program. The overall increase for the four (4) remaining renewal terms is \$279,760, with an overall not to exceed amount of \$451,000 (the original not to exceed amount was \$171,240).

FM-2 (Contract)

Council District(s) All

Police Department

Maintenance Services – BCPD Aircrafts

The Administration is requesting approval of a contract with Sterling Corporation, d/b/a Sterling Helicopter to provide maintenance and repair services for the Police Department’s three helicopters. The contract commenced November 6, 2015, continues until December 31, 2015, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through November 5, 2016 and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days. The contract does not specify a maximum compensation for the initial 1-year term or for the entire 5-year and 3-month term. However, annual compensation may not exceed the amount appropriated for these services during the entire contract term. Estimated compensation totals \$798,800 for the initial 1-year term and \$5 million for the entire 5-year and 3-month term, including the renewal and extension periods.

Fiscal Summary

Funding Source	Initial Term	Total Compensation
County ⁽¹⁾	\$ 798,800	\$ 5,000,000
State	--	--
Federal	--	--
Other	--	--
Total	<u>\$ 798,800</u> ⁽²⁾	<u>\$ 5,000,000</u> ⁽³⁾

⁽¹⁾ General Fund Operating Budget.

⁽²⁾ Estimated compensation for the initial 1-year term. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed the amount appropriated for these services.

⁽³⁾ Estimated compensation for the entire 5-year and 3-month term, including the renewal and extension periods. The contract does not specify a maximum compensation for the entire contract term. Annual compensation may not exceed the amount appropriated each year for these services during the entire contract term.

Analysis

The contractor will provide all parts and labor in order to provide avionic repair services for the Police Department's three helicopters, including regular inspections and scheduled and unscheduled emergency maintenance in order to meet FAA requirements and other compliance standards. Repair and maintenance services will be billed at an hourly rate of \$79.25 (including travel time). Materials will be billed at a 6% discount below the manufacturer's list price. The contractor must operate a maintenance facility within 1 hour of flight time from the Department's helicopter hangar. The Department estimates 600 hours of flight time for each helicopter per year.

The contract commenced November 6, 2015, continues until December 31, 2015, and may not exceed \$25,000 unless approved by the Council. If approved, the contract will continue through November 5, 2016 and will automatically renew for four additional 1-year periods with the option to further extend the initial term or any renewal term an additional 90 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term or for the entire 5-year and 3-month term, including the renewal and extension periods. Rather, the contract provides that "In no event shall the compensation paid to the contractor exceed the...approved appropriation during the initial term of this agreement...or during any renewal period or extension...." Estimated compensation totals \$798,800 for the initial 1-year term and \$5 million for the entire 5-year and 3-month term, including the renewal and extension periods.

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

The contract was awarded through a competitive procurement process based on low bid from two bids received. The other bid submitted was deemed non-responsive.

On August 2, 2010, the Council approved a similar 5-year and 3-month contract estimated to total \$4.8 million with Sterling Helicopter, Inc. The contract expired November 5, 2015. As of

November 5, 2015, expenditures/encumbrances under this contract totaled \$4,798,778. The contractor has provided these services to the County since 1997.

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 (Contract)

Council District(s) 5

Office of Budget and Finance

Redesign of Patriot Plaza

The Administration is requesting approval of a contract with EDSA, Inc. to design a concept plan and to provide construction-related services for the redesign of Patriot Plaza in Towson. The contract commenced October 28, 2015 and continues through completion of the project. Compensation may not exceed \$25,000 unless approved by the Council. If approved, the contract may not exceed \$398,236 for the entire term of the contract. The Office expects the project to be completed by July 2017. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 398,236	(1) Capital Projects Fund.
State	--	(2) Maximum compensation for the entire term of the contract. The contract shall continue through the completion of the project.
Federal	--	
Other	--	
Total	\$ 398,236 ⁽²⁾	

Analysis

The contractor will design a concept plan and provide construction-related services for the redesign of Patriot Plaza, the area between the County Courts Building and the Historic Courthouse. The contractor will conduct a topographic survey, prepare design concepts and alternatives with supporting cost analyses, and develop a final design. Additionally, the contractor will prepare construction documents/specifications, assist the County during the construction phase bidding and negotiations process, and provide construction administration services, including conducting site visits and preparing reports.

The goal of the redesign of Patriot Plaza is to create a public outdoor space to accommodate events to draw in the community, as well as for use as an everyday outdoor space for residents, visitors, and government employees. The redesign will integrate the surrounding government buildings into the design, and will enhance connections between Patriot Plaza, the Historic Courthouse Gardens, and the adjacent streets and sidewalks. The plan will also include the removal of the existing fountain and its associated utility infrastructure, as well as waterproofing the structure below it. The request for proposal (amendment #2) indicates that funding for this project has been increased from a not-to-exceed design and construction budget of \$3,000,000 to \$4,250,000.

The contract commenced October 28, 2015 and continues through completion of the project. Compensation may not exceed \$25,000 unless approved by the Council. If approved, the contract may not exceed \$398,236 for the entire term of the contract. The Office advised that design work is expected to be completed by May 2016, construction is expected to begin in October 2016, and the project is expected to be completed by July 2017. The County may terminate the agreement by providing 30 days prior written notice.

The contract was awarded through a competitive procurement process based on experience, qualifications, and project design from six 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

Property Management is requesting approval of a contract to provide the following tasks with respect to the redesign of Patriot Plaza as the central character-defining, public open space for the County as well as an everyday outdoor space for residents, visitors, and employees of the government core. The concept plan must include the removal of the existing fountain and its associated utility infrastructure as well as waterproofing the structure below. The selected contractor is EDSA, Inc. The contract for this project will commence October 28, 2015 and shall remain in full force and effect until the earlier of the date upon which (a) the contractor has fully performed the Project, Scope of Work, Work Product, and Services as required under the completion schedule and this agreement or (b) the County terminates this Agreement in accordance with Article 9 of the contract.

The contractor shall timely, professionally, competently, and accurately perform all tasks for the Project as described in detail in the Scope of Work.

This contract has a 20% MBE/WBE contract requirement.

This contractor was selected through a competitive procurement process.

FM-4 (Contract)

Council District(s) All

Office of Budget and Finance

Mechanical & Electrical Engineering Services

The Administration is requesting approval of a contract with Burdette, Koehler, Murphy & Associates, Inc. to provide on-call mechanical and electrical engineering services for various County buildings on an as-needed basis. The contract commences upon Council approval, continues for 2 years, and will automatically renew for two additional 1-year periods. The contract does not specify a maximum compensation for the initial 2-year term. Compensation may not exceed \$750,000 for the entire 4-year term, including the renewal periods. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 750,000	(1) Capital Projects Fund.
State	--	(2) Maximum compensation for the entire 4-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 2-year term.
Federal	--	
Other	--	
Total	<u>\$ 750,000</u> ⁽²⁾	

Analysis

The contractor will provide on-call mechanical and electrical engineering services, including consultation, reports, feasibility studies, sketches, renderings, schematic design, design development, construction documents, cost estimates, construction administration, and other assistance on various projects for County buildings.

The contract commences upon Council approval, continues for 2 years, and will automatically renew for two additional 1-year periods on the same terms and conditions, unless the County

provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 2-year term. Compensation may not exceed \$750,000 for the entire 4-year term, including the renewal periods. The County may terminate the agreement by providing 30 days prior written notice.

Services will be performed at the contractor's cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits. Funding for the contract will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned.

On September 17, 2007, the Council approved a similar 4-year contract not to exceed \$750,000 with the contractor. On June 17, 2011, the Administrative Officer approved the first addendum, adding two additional 1-year renewal periods, extending the term to September 16, 2013. Furthermore, on July 1, 2013, the Council approved the second addendum, increasing the contract by \$250,000, from \$750,000 to \$1 million and extending the contract through the date upon which the contractor completes an electrical services upgrade to the County Courts Building. The Office advised that it is expected that the upgrade will be completed in 2018. As of November 10, 2015, \$871,864 had been expended/encumbered under this contract.

In addition, on August 8, 2009, the Council approved a similar 4-year contract not to exceed \$750,000 with Kibart, Inc. The Office advised that on June 7, 2013, the Administrative Officer approved an addendum to the contract to extend the term through August 2, 2015. As of November 10, 2015, \$629,590 had been expended/encumbered under this contract.

Furthermore, on February 10, 2010, the Council approved a similar 4-year contract not to exceed \$750,000 with Spears/Votta & Associates, Inc. The Office advised that on January 8, 2014, the Administrative Officer approved an addendum to the contract to extend the term through January 31, 2016. As of November 10, 2015, \$696,812 had been expended/encumbered under this contract.

On December 5, 2014, the Professional Services Selection Committee (PSSC) selected the contractor based on qualifications and experience from 26 submittals, of which 5 submittals were disqualified.

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....”



COUNCIL ACTION REQUEST FORM EXECUTIVE SUMMARY

On-Call Mechanical & Electrical Engineering Service Agreement

THE PROJECT SCOPE

Burdette, Koehler, Murphy & Associates, Inc. was selected by the Professional Services Selection Committee on December 5, 2014 to furnish professional mechanical & electrical engineering services to provide consultation, reports, feasibility studies, sketches, renderings, schematic design, design development, contract documents, cost estimates, construction administration, and other assistance on various projects on County Buildings. The total original funding of \$750,000.00 will not initially be encumbered under this contract, but will be established for each assigned task.

THE CONSULTANT

The Professional Services Selection Committee selected the Consultant, Burdette, Koehler, Murphy & Associates, Inc. on December 5, 2014.

THE AGREEMENT

Scope:

Provide on-call mechanical & electrical engineering services for consultant reports, feasibility studies, sketches, schematic design, design development, construction documents, cost estimates, construction administration, and other assistance on various projects in County Buildings.

Original Agreement

Upset Limit	\$750,000.00
--------------------	--------------

Prepared by: Office of Budget and Finance

MB-3 (Res. 102-15)

Council District(s) 1

Mrs. Bevins (By Req.)

Department of Planning

Approval of Application – Winters Lane Housing Rehabilitation Project

Resolution 102-15 endorses a Community Legacy Project involving the redevelopment of 10 rental units located on Shipley and Roberts Avenues in the Winters Lane Historic District in the Catonsville-Patapsco Sustainable Community. The resolution also approves the County's application to the Maryland Community Legacy Program in pursuit of State grant funding totaling approximately \$500,000 for labor and materials related to the housing rehabilitation. See Exhibit A.

Fiscal Summary

This resolution has no fiscal impact to the County; it approves the County's application to the State for financial assistance in the form of an approximate \$500,000 grant.

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; initiatives related to increasing homeownership and home rehabilitation among residents; real estate acquisitions; and streetscape improvements. Baltimore County has seven designated Sustainable Communities: Catonsville/Patapsco, Greater Dundalk/Sparrows Point, Hillendale/Parkville/ Overlea, Northwest Gateways, Pulaski Highway Redevelopment Area, Reisterstown, and Towson.

Resolution 102-15 endorses a Community Legacy Project involving the redevelopment of 10 rental units located on Shipley and Roberts Avenues in the Winters Lane Historic District in the Catonsville-Patapsco Sustainable Community. The resolution also approves the County’s application to the Maryland Community Legacy Program in pursuit of State grant funding totaling approximately \$500,000 for the housing rehabilitation.

The Department advised that St. Ambrose Housing Aid Center, Inc. owns 15 homes in the Winters Lane Historic District and selected 10 properties for full rehabilitation as “phase one” of a community revitalization plan. The Department further advised that the properties are approximately 100 years old and are deteriorated, out of compliance with current building codes, and functionally obsolete. The rehabilitation of these homes will include enlarging the livable space of each home by approximately 400 sq. ft.; creating modern, functional layouts; installing and/or replacing HVAC systems; upgrading appliances; and replacing plumbing, siding, windows, roofing, and porches. The Department advised that the renovations will comply with Maryland Historic Trust guidelines, will begin in late winter 2016, and will be completed within 18 months. The Department further advised that the rehabilitated properties will be leased to families with incomes at or below 60% of the area median household income (e.g., \$53,040 for a family of four).

The Department advised that hard project costs total \$2,842,190 (\$284,219 per home) and will be financed as follows:

Economic Development Revolving Financing Fund (20-year deferred loan, 3% interest)	\$1,020,169
U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnership funds (20-year deferred loan, 0% interest)	872,021
Maryland Community Legacy Program funds	500,000
HUD Community Development Block Grant (CDBG) funds (20-year deferred loan, 0% interest)	450,000
Total	<u><u>\$2,842,190</u></u>

The HUD funds (\$1,322,021) were originally submitted for Council approval as part of the 14-Day Grants Review process on November 3, 2015; these deferred loans will be forgiven if the property remains affordable housing for 20 years. The Department advised that this 14-day notice also

served as notice of the Administration's intent to provide the 20-year deferred loan from the Economic Development Revolving Financing Fund for this project; the Council will not receive a separate 7-day notice for this transaction. The Department further advised that the Revolving Financing Fund loan will be deferred until its maturity date, when full payment will be due.

The Department advised that soft costs totaling \$466,296, such as development fees, financing and settlement costs, and relocation expenses for current tenants, will be paid by the developer.

State regulations require, as part of the application process, that local governing bodies endorse the applications submitted to the Community Legacy Program. The FY 2016 State budget includes \$6 million in capital funds for Community Legacy Program projects.

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



COUNCIL ACTION REQUEST FORM EXECUTIVE SUMMARY

Baltimore County Dept. of Planning is requesting approval of a Resolution endorsing the County's Community Legacy financing application for a project in the Winters Lane community. The Winters Lane Historic District is an African American neighborhood that began in the mid-19th century in rural Baltimore County, Maryland, and is comprised primarily of single family dwellings augmented by a few commercial, social and religious resources.

There are 10 homes which have been selected for rehabilitation. The homes are owned by St. Ambrose Housing Aid Center, which owns 15 homes in the Winters Lane community and has identified 10 properties it seeks to fully rehabilitate and improve in "Phase One" of a revitalization plan that may include additional work in the future.

The identified homes are generally 100 years old and have experienced a high level of deterioration. The homes are out of compliance with current building codes and are functionally obsolete. Specific issues include: (1) structural – sloping floors, degraded or sub-standard foundations, rotted floor joists, rotted bathroom floors and undersized floor systems; (2) code – steep and narrow stairs, party walls made of interlocking-wood framing with no fire separation, and undersized flooring structure; (3) functional obsolescence – small houses with small rooms, odd layouts steep and narrow stairs and no air conditioning. Present conditions have rendered several units difficult or unfit for renting. High vacancy rates and ongoing maintenance issues generate negative cash flow.

The Community Legacy funds requested (\$500,000) will pay a portion of the cost associated with the housing rehabilitation work, which includes labor and materials. The aggregate hard cost associated with the project is \$2,842,190. The largest source of funds in the project budget will come from Baltimore County with a contribution of \$1,020,169 from the Housing portion of the Economic Development Fund. The remaining will come from the U. S. Department of Housing and Urban Development (HUD) Home Investment Partnership funds in the amount of \$872,021 and CDBG funds in the amount of \$450,000.

The County's estimate of hard costs associated with the project is \$284,219 per home. This cost will cover complete, in-place rehabilitation/ renovation of each unit, including requirements to meet Maryland Historic Trust (MHT) compliance. The scope of work includes enlarging the livable space by adding approx. 400 s.f. through an expansion at the rear of the homes and reconfiguring the first and second floors to provide more modern, functional layouts. The first floor will feature a larger living room, stairs that meet code, a half bath and a large country kitchen. Reconfiguring the second floor will provide larger bedrooms with spacious closets and a full bathroom and linen closets. Other improvements will include improved fixtures and appliances, replacing and enhancing major systems with Energy star units, and a new air conditioning system, plumbing system and electrical work. Exterior work will entail replacing existing siding with hardy plank siding, porch replacement, Energy star wood windows and new roofing.

The full rehabilitation and improvement of these homes, while maintaining their historic architectural form and lot positioning, will be a substantial first step in revitalizing and preserving a long-recognized historic community. Affordable housing stock in an underserved community will be vastly improved.



COUNCIL ACTION REQUEST FORM EXECUTIVE SUMMARY

Better living conditions will assist families and enhance their chances for success and housing options for the larger Catonsville community will expand.

Prepared by: Department of Planning

BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
APPENDIX A

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

TO: Fred Homan
Administrative Officer

DATE: 10/23/15

FROM: Keith Dorsey, Director
Office of Budget & Finance

**COUNCIL MEETING
DATE:** 12/7/15

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

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

Purchase Order

PO 8507 Baltimore Gas & Electric Co dba BGE. – Facilities relocation, BGE, Galloway Avenue

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

Cost Estimate: \$47,925.00

Award Date: 10/23/15

PO 8396 Siemens Industry Inc. dba Siemens Building Technologies Inc. – HVAC Apogee Project at four libraries

This Purchase is for HVAC Control Workstations for four locations in the Baltimore County Library system. As stated in the memo dated September 23, 2015, from the Chief of Property Management George Klunk, Siemen's is the manufacturer and sole supplier of the building control equipment located at the four locations (Catonsville, Randallstown, Rosedale and Towson). The equipment is in essence a computer controlled HVAC system, which will allow us to view and adjust set points, increase/decrease heat or air conditioning and air flow in different spaces as required. The units will serve as a cost savings and energy conservation tool, and will also allow us to troubleshoot any problems and make necessary repairs. The cost includes new workstations, software licensing and installation, power supplies, training and warranties.

Amount Total: \$35,513.00

Award Date: 10/23/15

MA 3078 Fire Line Equipment LLC – Parts, American LaFrance

This Master Agreement is to purchase replacement parts for American LaFrance fire equipment. According to the justification memo dated September 30, 2015 from DPW Director Edward Adams, American LaFrance (ALF) ceased operations in January 2014, and since that time the purchase of ALF parts has become increasingly difficult.

Fire Line Equipment LLC of East Earl, Pennsylvania has become the source of American LaFrance parts. As documented in a letter from Ron Fink of Fire Line Equipment LLC, there is not another vendor in the industry that supports American LaFrance parts as well as they do. An additional offer of 10% discount off of list price on all parts was offered.

Estimated Annual Expenditures: \$6,400.00

Estimated Cost for 5 Years: \$32,000.00

Award Date: 10/22/15

c: M. Field
T. Peddicord
L. Smelkinson