



**TO:** Board of Estimates, Office of Comptroller

**FROM:** AGC4381 - M-R Office of Homeless Services

**DATE:** 02/09/2026

**Submission #:** SB-25-13689

**SUBJECT:** Inter-Governmental Agreement - The Maryland State and the Department of Human Services and Baltimore City Department of Social Services

### **ACTION REQUESTED OF BOARD OF ESTIMATES:**

The Board is requested to approve an Intergovernmental Agreement with The Maryland State and the Department of Human Services and Baltimore City Department of Social Services.

**PERIOD OF CONTRACT/AGREEMENT:** 09/01/2025 to 08/31/2029

### **AMOUNT AND SOURCE OF FUNDS:**

Transaction Amount: \$ 2,500,000.00

Project Fund	Amount
5000-GRT003227-CCA000575- SC630351 GRT002463	\$ 2,500,000.00

### **BACKGROUND/EXPLANATION:**

The Mayor and City Council of Baltimore/Mayor's Office of Homeless Services were awarded State funds through the Maryland State Department of Human Services to provide Emergency Shelter Beds. These services shall be provided in accordance with the terms and conditions of this Agreement. This Agreement shall commence on September 1, 2025, and shall continue until services are completed; but in any case, no later than August 31, 2029, with one-one year option to renew from September 1, 2029, through August 31, 2030.

Late Agreement: The City, by and through the Department, engaged the Provider to provide, and the Provider began performance of, certain services more particularly described in the agreement.

Acknowledging and affirming the term set forth in the agreement has started, but not ended prior to the date of this submission, the Department requests that the Board approve the agreement in order to memorialize the relationship between the Parties and to enter into a written agreement governing the services provided by the Provider and the payment for such services by the City.

SMBA&D Participation not required / Pass-through of state and/or federal funds

COUNCIL DISTRICT: Citywide

EMPLOY BALTIMORE:	LIVING WAGE:	LOCAL HIRING:	PREVAILING WAGE:
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N/A	N/A	N/A	N/A
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1% FOR PUBLIC ART: N/A.

**ENDORSEMENTS:**

Finance (BBMR) has reviewed and approved for funds.

Law has reviewed and approved for form and legal sufficiency

SMBA&D has reviewed and approved.

CCR has reviewed and found that it confirms the grant awards



Clerk, Board of Estimates

12-03-2025

- A. Baltimore City Department of Social Services
- B. Family Investment Administration
- C. Child Welfare Services

D. Case Management Services for Homeless Youth & Families  
Scope of Work

**1. Background:**

The Baltimore City Department of Social Services (BCDSS) works collaboratively with the Mayor’s Office of Homeless Services (MOHS) to advance the goal of making homelessness rare, brief, and non-recurring. An essential component of this work is preventing Transitional Aged Youth (TAY), Former Foster-Care Youth (FFCY) and families at risk of out-home-placement, from experiencing and/or returning to homelessness by ensuring those households placed in permanent housing have adequate support and services in place to maintain housing stability.

As the lead agency for developing and implementing homeless services programs in Baltimore, MOHS provides operational and compliance oversight of all publicly funded shelters in the jurisdiction. Through this agreement, BCDSS provides funding to MOHS, who will procure contracted case management services from local nonprofit service providers (“vendors”). MOHS will act as a fiscal intermediary and monitoring entity for all procured services.

The Case Management Services for Homeless Youth & Families (CMSHYF) is funded by Temporary Assistance for Needy Families (TANF) funding. In many ways, CMSHYF meets the 3 out of 4 TANF goals in the following ways:

**1. Provide assistance to needy families so children can be cared for at home.**

CMSHYF provides case management services to homeless families with children. Case management services include support such as housing assistance, employment training, childcare, and other essential services that help families regain stability and self-sufficiency. By addressing the root causes of homelessness and financial hardship, TANF helps families stay together and work toward long-term stability.

**2. End dependence on government benefits by promoting job preparation, work, and marriage.**

CMSHYF youth and families have access to BCDSS’ employment case management & occupational skills training program and services. Employment case-management services include job training, employment assistance, education support, and other resources to help youth and families gain stable employment.

By emphasizing work readiness and self-sufficiency, CMSHYF aims to reduce long-term dependency on public assistance while ensuring families have the support they need to stay together and secure stable housing.

### **3. Encourage the formation and maintenance of two-parent families.**

CMSHYF serves two-parent families, which is unique in homeless housing services programs. Poverty and homelessness are often correlated with family break ups<sup>1</sup>. In expanding the CMSHYF program to service two-parent families, help to ensure that families stay together and establish long-term stability.

Additionally, these efforts align BCDSS programming and practices with the United States Department of Health and Human Services' (HHS) commitment to improving the overall wellbeing of families by preventing child maltreatment, and values doing so through collaborative efforts that support and stabilize families and protect children. Examples of this utilizing TANF dollars for homeless case management services include funding upstream prevention services, using funding to support housing stability, individuals and families experiencing an economic crisis<sup>2</sup>. Additionally, HHS recommends that TANF agencies should consider fully integrating employment services and job training with any housing assistance funded by TANF<sup>3</sup>. Since CMSHYF includes employment case management and job training services to its participants, this program model represents our federal partners' objectives.

## **2. Scope of the Project:**

BCDSS provides funding for case management services for Transitional Aged Youth (TAY), Former Foster-Care Youth (FFCY) and families at risk of out-home-placement, a full range of services (as described in Section 3 and 4). The case management services accommodate individual youth and families with children. Without this assistance, youth households would not have adequate and supportive services in place to ensure self-sufficiency and housing stability. The goal of BCDSS is to assess residents' need for services, create a person-and family-centered service plan and provide regular ongoing case management and referral services to permanent housing participants.

The number of households to be served through this agreement is estimated to be a maximum of 56 per year (approximately 84-168 persons).

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<sup>1</sup>Shinn M, Gibbons-Benton J, Brown SR. Poverty, Homelessness, and Family Break-Up. *Child Welfare*. 2015;94(1):105-122. PMID: 29326481; PMCID: PMC5760188.

<sup>2</sup> Administration for Children and Families. (n.d.). Use of TANF funds to serve children and families involved in child welfare [Policy guidance document]. U.S. Department of Health & Human Services. <https://acf.gov/sites/default/files/documents/ofa/acf-dcl-tanf-child-welfare.pdf>

<sup>3</sup> Office of Planning, Research, and Evaluation. (2022, March). Approaches to serving families experiencing homelessness: Evidence from the field. U.S. Department of Health & Human Services, Administration for Children and Families. [https://acf.gov/sites/default/files/documents/opre/support\\_families\\_experiencing-mar2022\\_0.pdf](https://acf.gov/sites/default/files/documents/opre/support_families_experiencing-mar2022_0.pdf)

MOHS will select the vendors through their competitive procurement process and provide the approved vendors' information to BCDSS prior to the execution of their contracts.

### 3. **Objectives:**

The primary objectives for these funds include:

- A. **Housing Stability:** Assist TAY, FFCY and families in maintaining stable housing through permanent housing programs.
- B. **Employment & Income Support:** Provide job training, employment placement assistance to promote self-sufficiency and long-term housing stability.
- C. **Access to Healthcare & Mental Health Services:** Connect TAY, FFCY and families with medical care, mental health counseling, and substance abuse treatment to address underlying health issues.
- D. **Family Preservation & Support:** Help families remain intact by providing parenting support, reunification services, and resources for childcare and education.
- E. **Onsite Case Management & Individualized Planning:** Develop personalized action plans tailored to each individual's and family needs, ensuring a structured path to stability and independence.
- F. **Life Skills Development:** Offer financial literacy, time management, and independent living skills training to enhance self-sufficiency.
- G. **Community Resource Navigation:** Link individuals and families to local services, including food assistance, transportation, and legal aid, to remove barriers to stability.

### 4. **Program Requirements:**

**The Mayor's Office of Homeless Services shall:**

#### A. **Insurance**

Insurance via Workers' Compensation coverage as required by the State of Maryland, as well as any similar coverage required for this work as required under the U.S. Longshoremens and Harbor Workers' Compensation Act, and the Federal Employers' Liability Act, as well as any other applicable statute. MOHS shall also maintain general commercial liability insurance coverage during the term of this Agreement.

In that MOHS is self-insured for any of the above requirements, a certification of self-insurance shall be attached and incorporated by reference herein, and shall constitute compliance with this requirement. The State of Maryland shall be named as an Additional Named Insured on all liability policies (Workers' Compensation accepted).

**B. Case Management Services**

**E. BCDSS Responsibilities**

BCDSS will provide the following services:

1. Refer TAY and FFCY individuals and families to CMSHYF services.
2. Coordinate and monitor housing services with TAY and FFCY individuals and families (e.g. assisting participants with obtaining housing services, tracking program eligibility status, etc.)

**F. MOHS Responsibilities**

MOHS will procure services through their Consolidated Funding Application Process that meet the following minimum requirements by:

1. Providing direct case management and supportive services to residents in permanent supportive housing units.
2. Providing an initial assessment for each individual and family interested in case management services to identify client needs, strengths, and other relevant information to provide a comprehensive assessment that addresses a multitude of needs such as physical health, mental health, and education/career goals.
3. Complete an initial services plan that identifies obtainable short and long-term treatment goals, review with clients, and update at a minimum quarterly to document progress and continued needs.
4. Provide an on-site case manager Monday – Friday from 9:00am – 5:00pm with some evenings and weekend availability depending upon programming and client needs.
5. Participate in scheduled monthly team meetings which includes the director of client services, therapist, property management, and other key partners to discuss residents' progress and challenges.
6. Work in conjunction with the Community Manager to submit Quarterly Service Provider Reports by the first Friday of each quarter end.

7. Clean and maintain office space(s) provided including trash removal.
8. Record all client documentation and data within a Health Insurance Portability and Accountability Act (HIPAA) compliant, federally certified electronic health record will share information with executed partnership agreements and client authorized release of information forms.

**5. Performance Measures:**

- A. Success of MOHS and selected vendors shall be determined through quarterly client service reports and an annual performance report. The program shall be evaluated annually on the following measures:
  1. **Number of households and persons served**
    - a. Performance Goal: 50 households/year
  2. **Percent of households that maintained or increased their earned income within 3 months**
    - a. Performance Goal: 50% of households that maintained or increased their earned income within 3 months
  3. **Percent of households that enrolled or participated in opportunities to further one's skills or education**
    - a. Performance Goal: 50% of households that enrolled or participated in opportunities to further one's skills or education
  4. **Percent of households that maintained permanent housing for a minimum of 12-months**
    - a. Performance Goal: 50% of households that maintained permanent housing for a minimum of 12-months
- B. Underachievement of Performance Measures, the inability to meet deliverables or the failure to provide any deliverables, as specified in the Agreement, shall require a written Corrective Action Plan (CAP) from MOHS within fourteen (14) calendar days of a BCDSS request for a CAP. The plans will be approved or disapproved, by the BCDSS Program Manager, within twenty-one (21) working days after receipt. Moreover, MOHS shall be given the opportunity to work with BCDSS to correct any part of a Corrective Action Plan that is not approved by BCDSS and shall complete all corrective actions in a timely manner.

Refusal to comply with this requirement could result in the termination of the Agreement and/or non-payment of a quarterly invoice. MOHS/HSP will be required to provide an opportunity to participate in this process and work together with BCDSS staff and Program Manager to address specific problems, issues and cure defect (s) for invoice payment.

**6. Baltimore City Department of Social Services Monitoring Function:**

Baltimore City Department of Social Services shall receive required reports from MOHS

to monitor the delivery of contracted services and evaluate its effectiveness. BCDSS reserves the right to examine client files and visit sites unannounced. Failure to provide delivery of contracted services shall require a written CAP be submitted to BCDSS which addresses the specific problem.

## **7. MOHS Project Manager:**

MOHS shall designate an individual to serve as its Project Manager and include in its Proposal that person's complete contact information (office address, phone number, email address and fax number). The MOHS Project Manager shall be available for all meetings with BCDSS, as needed, and shall be available to discuss (and report) on the day-to-day activities of the project and any problems or issues related to performance.

## **8. Deliverables:**

- A. MOHS shall submit to Baltimore City Department of Social Services, Deputy Director's Office, 1910 North Broadway, Baltimore, Maryland 21213, the following:
  1. Quarterly Invoice Copy
- B. MOHS shall submit to the Baltimore City Department of Social Services, Assistant Director of Finance, 1910 North Broadway, Second Floor, Baltimore, Maryland 21213, the following report:
  1. Original Quarterly Invoice

### Reports:

MOHS shall provide the following reports:

1. A vendor selection report prior to contracting with vendors for services. It will indicate who will be awarded the funding and what services will be provided;
2. Quarterly Client Services Report, due with the Quarterly Invoice, and which includes a de-identified list of clients served during the month, household demographics (age, race, etc), enrollment date, and exit destination (if applicable).
3. Quarterly Performance Report, due by the 15<sup>th</sup> day of the month, of the following quarter, and includes the performance measures identified in Section 5 of this scope of work. Tentative due dates are listed below, but will be finalized pending the execution of the contract.

**a. Q1 (Sep - Nov): Due December 15**

- b. **Q2 (Dec - Feb):** Due March 15
- c. **Q3 (Mar - May):** Due June 15
- d. **Q4 (June - Aug):** Due September 15

**9. Term of Agreement:**

Contractual services shall be provided, beginning, September 1, 2025 and ending no later than August 31, 2029. The Agreement contains one-year Options to Renew beyond the August , 2029 expiration of the Contract.

**10. Payment Terms:**

- A. MOHS shall submit an original **Quarterly Invoice**. All invoices shall (at a minimum) be signed with blue ink and dated in addition to including MOHS mailing address, its Federal Tax ID number, the State's assigned agency control number, the goods/services provided itemized by budget line items, the time period covered by the invoice, and the amount of requested payment;
- B. MOHS Project Manager shall submit the **Quarterly Invoices** by the 15th of each month, of the prior month activities, to the BCDSS, Assistant Director of Finance, 1910 North Broadway, Baltimore, Maryland 21213. A copy of the quarterly invoice shall also be sent to the Deputy Director, at 1910 N. Broadway, Baltimore, Maryland 21213.
- C. BCDSS reserves the right to withhold the quarterly Agreement payment in the event the MOHS does not provide the required deliverables within the time frames specified in the Agreement or in the event that MOHS otherwise materially breaches the terms and conditions of the Agreement. MOHS shall receive withheld funds upon satisfactory submission of all required deliverables within 30-45 days after receiving approval from BCDSS. Final invoice payment is contingent upon receipt of all program deliverables. Failure to submit required deliverables within the time frames identified may result in termination of the Agreement.

**INTER-GOVERNMENTAL AGREEMENT**

**BETWEEN**

**MARYLAND STATE DEPARTMENT OF HUMAN SERVICES**

Baltimore City Department of Social Services  
1910 N. Broadway  
Baltimore, MD 21213

**AND**

The Mayor and City Council of Baltimore  
Mayor's Office of Homeless Services  
200 Holliday Street, Room 7  
Baltimore, Maryland 21202

**FOR**

**CASE MANAGEMENT SERVICES FOR HOMELESS YOUTH & HOUSEHOLDS**

September 1, 2025,  
THIS AGREEMENT, effective as of \_\_\_\_\_, is made by and between the Maryland State Department of Human Services 'The Mayor and City Council of Baltimore/Mayor's Office of Homeless Services ("DHS/BCDSS") and the MCCB/MOHS, hereinafter referred to as the "CONTRACTOR".

The DHS/BCDSS and the CONTRACTOR do mutually agree as follows:

**1. PROGRAM AND SERVICES TO BE PROVIDED**

1.1 Subject to the continuing availability of State and /or federal funds, the DHS/BCDSS shall purchase the CONTRACTOR'S services and the CONTRACTOR shall provide Emergency Shelter Beds. These services shall be provided in accordance with the terms and conditions of this Agreement and the following Appendices which hereby incorporated as part of this Agreement:

- A. Appendix A: Scope of Work, not applicable
- B. Appendix B: Contractor's entitled Shelter and Services for Homeless Households dated May 16, 2025.

**2. TERM AND TERMINATION**

2.1 Performance under this Agreement shall commence on September 1, 2025 and shall continue until services are completed; but in any case, no later than August 31, 2029 with one-one year option to renew from September 1, 2029 through August 31, 2030.

2.2 The parties may agree in writing to an earlier termination date.

2.3 If the CONTRACTOR fails to fulfill its obligations under this Agreement properly and on time, or otherwise violates any provision of the Agreement, the DHS/BCDSS may terminate the Agreement. Prior to terminating this Agreement, the DHS/BCDSS shall give thirty (30) days prior written notice of such default, and if the CONTRACTOR has not cured such default within the thirty (30) day period, the DHS/BCDSS may, by written notice given, within five (5) days after expiration of this period, terminate the contract. The notice shall specify the acts or omissions relied on as cause for termination. The DHS/BCDSS shall pay the CONTRACTOR fair and equitable compensation for satisfactory performance prior to the date of termination, less the amount of damages caused by the CONTRACTOR'S breach.

### **3. PAYMENT**

3.1 The cost to the DHS/BCDSS for the services to be provided by the CONTRACTOR under this Agreement shall not exceed: Two Million Dollars and no cents (\$2,000,000.00) with one-one option total Five Hundred Thousand Dollars and no cents (\$500,000.00) and a total not to exceed Two Million Five Hundred Thousand Dollars and no cents (\$2,500,000.00).

3.2 Payments by the Fiscal Services Division shall be made promptly, and through the Financial Management Information System (FMIS), upon submission of an invoice from the CONTRACTOR. Payments will be made within 30 days after receipt of an acceptable invoice.

3.3 The CONTRACTOR'S Federal Tax Identification Number is: 1526000769. The CONTRACTOR agrees to include this number on all invoices billed to the Fiscal Services Division. The DHS/BCDSS may withhold payment for failure to comply with this provision.

3.4 (If applicable) Payment of these funds is conditional upon the DHS/BCDSS receiving funds from: Maryland General Assembly as specified to pay for the total cost of the services set forth in the Appendix B. The DHS/BCDSS will give timely notice to the CONTRACTOR in the event the DHS/BCDSS does not receive the funds to pay for the total cost of the services provided under this Agreement.

### **4. GENERAL PROVISIONS AND CONDITIONS**

4.1 The terms of this Agreement and its execution are subject to all applicable Maryland laws and regulations and approval of other agencies of the State of Maryland as required under State laws and regulations.

4.2 Subject to any limitations imposed by law, the parties agree that each party shall be responsible for its own actions and omissions, pursuant to the performance of this Inter-Governmental Agreement, and neither party shall hold the other liable with respect to any matter not arising from the other party's actions or omissions. Furthermore, the liability of the parties shall be governed by the terms and provisions of the applicable Tort Claims Acts and relating funding provisions.

4.3 As a condition of the DHS/BCDSS's obligation to perform under this Agreement, the CONTRACTOR shall comply with all applicable federal, State and local governmental standards and requirements, including licensing and permit laws and ordinances, as are necessary for the lawful providing of the services required of the CONTRACTOR under the terms of this Agreement.

4.4 The persons performing the services as set forth in the Appendix B shall be employees of the CONTRACTOR or consultant(s) approved under Paragraph 4.5 or subcontractor(s) assigned under Paragraph 4.9. The CONTRACTOR is responsible for complying with all federal and State laws as to tax and Social Security payments to be withheld from wages paid to said employees. The CONTRACTOR shall notify the Project Officer identified in Paragraph 4.5, in writing, of the substitution of or replacement of said employees, consultants, or subcontractors within five (5) business days of the substitution or replacement. The notice shall contain the last date of service of the personnel and the name of the replacement or substitute personnel.

4.5 The DHS/BCDSS shall designate Shamekka Kuykendall, or designee, Assistant Deputy Director, 1910 North Broadway, Baltimore, Maryland 21213, 443.378.4600, Shamekka.Kuykendall@maryland.gov to serve as Project Officer for this Agreement. The CONTRACTOR shall designate Michelle Owens-Goode, Program compliance Manager or designee, The Mayor and City Council of Baltimore/Mayor's Office of Homeless Services, 7 E. Redwood Street, 5<sup>th</sup> Floor, Baltimore, Maryland 21202, phone: 410.396.2209 and email address: [Michelle.owens-goode@baltimorecity.gov](mailto:Michelle.owens-goode@baltimorecity.gov) to serve as the CONTRACTOR'S Project Manager for this Agreement. All contact between the DHS/BCDSS and the CONTRACTOR regarding all matters relative to this Agreement shall be coordinated through the DHS/BCDSS's designated Project Officer.

The use of funds under this Agreement by the CONTRACTOR to hire consultants shall require the prior approval by the DHS/BCDSS, through its Project Officer, of any such arrangement and the proposed work plan of the consultant(s) involved. (Approval is not required if the Appendix B indicates the consultant's use.)

4.6 This Agreement may be amended as the DHS/BCDSS and the CONTRACTOR mutually agree in writing. Except for the specific provision of the Agreement, which is thereby amended, the Agreement shall remain in full force and effect after such amendment.

Adjustments of funds between categories that do not affect the total authorized funding and are consistent with the objectives of this Agreement do not require an amendment to the Agreement. Written approval by the Project Officer, however, is required.

Extensions for Time: The Parties expressly reserve the right to extend the term of the Agreement, without additional cost to the State beyond the not to exceed amount identified in Section 3.1 herein and for services provided beyond the original term of the Agreement, provided the extension is for a reasonable, limited, and defined time, and provided that the scope of work under the extension is the same as the original Agreement. It is also agreed that all such modifications shall be reduced to writing and signed by the Parties.

4.7 The CONTRACTOR shall operate under this Agreement so that no person, otherwise qualified, is denied employment or other benefits on the grounds of race, color, sex, creed, national origin, age, marital status, sexual orientation, or physical or mental disability which would not reasonably preclude the required performance. Except in subcontracts for standard commercial supplies or raw materials, the CONTRACTOR shall include a clause similar to this clause in all subcontracts and each subcontractor shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

The CONTRACTOR understands that it will comply fully with provisions of the Americans with Disabilities Act (“ADA”). The CONTRACTOR agrees that it will not directly, or indirectly through contractual or other arrangements, utilize criteria or methods of administration that have the effect of subjecting qualified individuals with disabilities to discrimination on the basis of disability; or that have the purpose or effect of defeating or substantially impairing accomplishment of the objectives of the DHS/BCDSS's program with respect to individuals with disabilities.

The CONTRACTOR shall:

- A. Have written policies and procedures to accommodate customers that require a reasonable accommodation. The CONTRACTOR shall provide notice to customers that they are entitled to request a reasonable accommodation based upon their disability and such notice must be easily understood by those with low literacy levels.
- B. Document each customer's need for a reasonable accommodation in the customer’s case file.
- C. Attend and participate in DHS’s periodic training on reasonable accommodation and/or providing services to customers with disabilities. The CONTRACTOR will be advised in advance of the time and location of the training.

4.8 The CONTRACTOR shall provide equal access to public services to individuals with limited English proficiency in compliance with Md. Code Ann., State Government Article §§ 10-1101 *et seq.*, and Policy Guidance issued by the Office of Civil Rights, Department of Health and Human Services.

4.9 Unless otherwise provided in the Appendix B, the CONTRACTOR may not, during the term of this Agreement or any renewals or extensions of this Agreement, assign or subcontract all or any part of this Agreement without the prior written consent of the Project Officer.

4.10 Both parties hereby expressly acknowledge the possibility of substantial changes in federal regulations applicable to this Agreement and expressly agree to renegotiate this Agreement as necessary to comply with such changes; provided that any increase in the scope of work or cost of performance will be compensated for by a budget increase or, in the alternative, by modifying the scope of work to reduce the cost of performance.

4.11 The CONTRACTOR shall retain all books, records, and other documents relevant to this Agreement for a period of no less than three years after the date of final payment, a resolution of audit findings, or disposition of non-expendable property, whichever is later, and upon receipt of reasonable written notice thereof, and full access thereto. The right to examine any of said materials shall be afforded federal and/or State auditors who shall have substantiated in writing a need therefore in the performance of their official duties, and such other persons as are authorized by the DHS/BCDSS. The Contractor will provide to the DHS/BCDSS a copy of that part of any audit performed by university, local, State or independent auditors which relates to the performance of this Agreement and the administration of funds provided by the DHS/BCDSS pursuant to this Agreement. Any additional audit information requested by the DHS/BCDSS may be secured by the DHS/BCDSS at its own expense using its own or the CONTRACTOR’S auditors or other State-approved auditors.

4.12 (a) The CONTRACTOR shall obtain prior written approval of the DHS/BCDSS for any purchase of assets with funds paid under this Agreement, excluding ordinary office supplies, unless such

purchase is described in the Appendix B.

(b) Title to all property furnished by the DHS/BCDSS shall remain in the DHS/BCDSS. Title to equipment purchased with funds available under this Agreement shall vest in the CONTRACTOR; provided, however that title to equipment having an acquisition cost of \$500 or more per unit and a useful life of more than two years ("Capital Equipment") shall vest in the DHS/BCDSS upon acquisition. The CONTRACTOR shall provide a list of Capital Equipment acquired under this Agreement to the DHS/BCDSS upon completion of the Agreement or the last renewal of this Agreement.

4.13 Except in accordance with a court order, neither party shall use or disclose any information concerning a recipient of the services provided under this Agreement for any purposes not directly connected with the administration of such services, except upon written consent of the other party and the recipient or his/her responsible parent, guardian, or legal representative or as required by § 4-101 *et. seq.*, General Provisions Article Maryland Annotated Code.

4.14 This Agreement, together with the Appendix B attached hereto and incorporated herein by reference, represents the complete, total and final understanding of the parties, and no other understandings or representations, oral or written, regarding the subject matter of this Agreement, shall be deemed to exist or to bind the parties hereto at the time of execution.

IN WITNESS WHEREOF, the parties have executed this Agreement.

**FOR THE CONTRACTOR:**



Signature

Name Ernestina Simmons

Title Executive Director

07/22/2025

Date Signed

**FOR THE DHS/BCDSS:**



Signature

Rafael Lopez  
Name

Secretary  
Title

September 8, 2025

Date Signed

MAYOR OFFICE OF HOMELESS SERVICES

BY 

DEPARTMENT HEAD: Ernestina Simmons, Executive Director

DATE: 07/22/2025

APPROVED FOR FORM AND LEGAL SUFFICIENCY BY THE OFFICE OF THE ATTORNEY GENERAL

ATTEST:

FOR THE CITY OF BALIMORE CITY

BY

BY \_\_\_\_\_

\_\_\_\_\_  
CUSTODIAN OF THE CITY SEAL

Date \_\_\_\_\_

APPROVED BY THE BOARD OF ESTIMATES

\_\_\_\_\_  
CLERK DATE

APPROVED AS TO FORM AND LEGAL SUFFICIENCY BY: 

\_\_\_\_\_  
CHIEF CITY SOLICITOR