

NOTICES

1. PROTESTS

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 12:00 NOON ON TUESDAY, PRECEDING THE BOARD OF ESTIMATES' MEETING.

ALL PROTESTS MUST BE IN WRITING AND STATE:

1. whom you represent,
2. what the issues are, and
3. how the protestant will be harmed by the proposed Board of Estimates' action.

Please submit all protests to Board of Estimates, Attn: Clerk, Room 204 City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202.

2.

BOARD OF ESTIMATES' RECESS
JULY 6, 2011

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on July 6, 2011.

The Board of Estimates will not receive or open bids on July 6, 2011. The Board of Estimates will reconvene on July 13, 2011.

BOARD OF ESTIMATES' AGENDA - JUNE 29, 2011

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Qualification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

Arthur Construction Co., Inc.	\$ 8,000,000.00
Cianbro Corporation	\$261,477,000.00
Cynergy Electric Company, Inc.	\$ 8,000,000.00
Driscoll Construction Co., Inc.	\$ 83,997,000.00
Dustin Construction, Inc.	\$ 69,786,000.00
Enterprise Electric Company	\$144,945,000.00
G. Krug & Son, Inc.	\$ 711,000.00
MEB General Contractors, Inc.	\$162,693,000.00
Midlantic Piling, Inc.	\$ 8,000,000.00
S.E. Fields, Inc.	\$ 846,000.00
S.J. Louis Construction, Inc.	\$ 76,446,000.00
Santos Construction Company, Inc.	\$ 2,457,000.00
Trenton Contracting Co., Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

Navarro & Wright Consulting Engineers, Inc.	Engineer, Land Survey
Rubeling & Associates, Inc.	Architect

AGENDA

BOARD OF ESTIMATES

06/29/2011

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to lease agreement with Mr. Jay Davis, Landlord, for the rental of approximately 1,000 square feet of space located at 5132-34 Park Heights Avenue (Block 4582, Lot 011A). The amendment will extend the period of the lease through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Quarterly Installments</u>
\$8,000.00	\$2,000.00

Account: 5000-560110-2250-248201-603013

BACKGROUND/EXPLANTION:

The leased space will be used for municipal purposes in the operation of the Baltimore City Police Department/Mayor's Office of Criminal Justice CSAFE Program.

On July 1, 2009, the Board approved a lease agreement with Mr. Jay Davis for the rental of the property located at 5132-34 Park Heights Avenue (Block 4582, Lot 011A) consisting of approximately 1,000 square feet. The period of the original lease agreement is July 1, 2009 through June 30, 2010, with an option to renew for one year. On July 1, 2010, the City exercised its one year renewal option commencing on July 1, 2010 through June 30, 2011.

The amendment to agreement will extend the original term of the lease agreement for one year, commencing on July 1, 2011 through June 30, 2012. All other terms and conditions of the original lease will remain in full force and effect.

The Space Utilization Committee approved this amendment to lease agreement on June 21, 2011.

APPROVED FOR FUNDS BY FINANCE

(The amendment to lease agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with the Oliver Community Association, Tenant, for the rental of approximately 2,952 square feet of space, being on the 2nd floor, located at 1400 E. Federal Street. The period of the lease agreement is January 1, 2011 through February 29, 2012.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$7,200.00	\$600.00

BACKGROUND/EXPLANATION:

The lessee has an option to renew for an additional one year term commencing March 1, 2012 through February 28, 2013 at a negotiated rate.

The tenant will use rooms 1-6 for its administrative services and other activities. The tenant will accept the property as-is condition. The tenant will furnish janitorial services and security. The tenant will provide trash removal services to exterior dumpster. The tenant will provide liability insurance.

The City will be responsible for all utilities, snow removal, maintenance and repairs, and trash removal from the exterior of the building.

The Space Utilization Committee approved this amendment to lease agreement on June 21, 2011.

(The lease agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Space Utilization Committee - Sub-Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a sub-lease agreement with Community Media of Baltimore City, sub-tenant, for the use of office space located at 34 Market Place, being on the 2nd Floor, consisting of 117 square feet. The period of the sub-lease agreement is December 1, 2010 through November 30, 2012.

AMOUNT OF MONEY AND SOURCE:

	<u>Total Rent</u>	<u>Monthly Rent</u>
Dec. 1, 2010 - May 31, 2011	\$ 819.00	\$136.50
June 1, 2011 - May 31, 2012	\$1,731.60	\$144.30
June 1, 2012 - Nov. 30, 2012	\$ 900.90	\$150.15

BACKGROUND/EXPLANATION:

The Community Media of Baltimore City will use the leased premises for office space.

The sub-landlord will be responsible for all inclusions such as maintaining the premises in good, clean and safe repair and condition, ordinary wear and tear expected per the Master Lease with Thirty Four Market Place, LLC.

The sub-tenant shall be responsible to maintain the interior of the Premises in good, clean, and safe repair and condition, ordinary wear and tear expected.

The sub-lease agreement is late because of a change in the organization's Officers.

The Space Utilization Committee approved this lease agreement on June 21, 2011.

(The sub-lease agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Real Estate - Option Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an option agreement with Shelter Development, LLC, (Optionor) for the purchase of a portion of Ward 27, Section 69, Block 4758, Lot 1B, known as 4805 Tamarind Road, consisting of approximately 30,667 square feet, more or less.

AMOUNT OF MONEY AND SOURCE:

\$22,000.00 - 9938-901718-9474-000000-704040

Appraised Value

BACKGROUND/EXPLANATION:

The property is shown on Subdivision Plat 323-A-10 dated June 3, 2011, Jones Falls Trail Tamarind Road. The property is the Jones Falls Trail Phase IV (Plat) subject to an approximate 911 square foot easement for ingress and egress reserved in the Optionor as also shown on the Plat (Property).

On June 27, 2007 the Board approved an Agreement between the City and the State of Maryland for Jones Falls Trail Phase IV through grant funds from the Federal SAFETY-LU program. The acquisition of approximately 30,667 square feet area of land is necessary for the construction of an 8-12 foot wide trail from the Woodberry Light Rail station to Clyburn Arboretum.

APPROVED FOR FUNDS BY FINANCE

(The option agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA**BOARD OF ESTIMATES****06/29/2011****Department of Real Estate - Tax Sale Certificates****ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Tax Sale Certificates to the Coppin Heights Community Development Corporation (CHCDC) for amounts that are less than the lien amount for the properties listed below:

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
2703 W. North Ave.	\$3,000.00	\$ 868.20	\$ 42,820.47	\$3,000.00
2705 W. North Ave.	\$3,000.00	\$1,082.92	\$ 21,409.03	\$3,000.00
2707 W. North Ave.	\$3,000.00	\$ 998.09	\$ 56,302.92	\$3,000.00
2709 W. North Ave.	\$3,000.00	\$3,728.59	\$ 73,844.71	\$3,728.59
2745 W. North Ave.	\$3,000.00	\$1,390.78	\$ 7,710.67	\$3,000.00
2755 W. North Ave.	\$3,000.00	\$2,170.32	\$ 10,660.85	\$3,000.00
2776 W. North Ave.	\$3,000.00	\$ 998.09	\$153,759.38	\$3,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificates for the indicated properties on May 17, 2010 for the lien amounts. The CHCDC has offered to purchase the Tax Sale Certificates for the assignment amounts, file petitions to foreclose, acquire title to the properties and return them to productive use. The assignment amounts for these properties for the Tax Sale Certificates is the assessed value and will cover the flat taxes and water bills on the properties.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Audits - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Beverly Reich.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAMES</u>	<u>DAYS</u>
Gail Adams	1
Darlene Armstrong	1
Veronica Buencamino	2
Rena Chernoff	1
Gerald Domonkos	2
Abraham Elgamil	3
Jack Evans	1
Anehru Hamadu	2
Juliet Handy	1
Sharon Lockley	1
Berta Lorenza	1
Michael Maguire	1
Robert McCarty	1
Anthony Moon	1
Miriam Moses	2
Jonastine Stanley	2
Joann White-Burnett	2
Carla Winchester	2
Milton Wolinski	3
	<u>30</u>

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Baltimore Development Corporation - Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Tuskegee Enterprises, LLC, tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites 302, at the Business Center @ Park Circle, consisting of approximately 754 square feet. The period of the agreement is June 1, 2011 through May 31, 2012, with one one-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$11,698.80	\$974.90

BACKGROUND/EXPLANATION:

The tenant is a mortgage banking and financial services company that specializes in Reverse Mortgages. The firm has been a tenant in the building since 2007 and will have approximately three to five employees.

The space is leased on an "As-Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any additional improvements or build out of the premises.

All other landlord services such as utilities, limited janitorial services, maintenance and repairs to the premises are included in the base rent.

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability and property damage insurance protection for the premises and name the City as additionally insured under the insurance policies.

(The office lease agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. MFM Real Estate & Development, LLC	914 N. Patterson Park Ave.	L/H	\$ 7,100.00
2. Etting Fay, LLC	1228 N. Gay St.	F/S	\$22,000.00

In the event that the option agreements fail and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amount.

DHCD - Condemnations

3. Cross Atlantic Realty, LLC	1034 N. Castle St.	F/S	\$ 5,250.00
4. George Solomon	Block 1529, Lot 087	F/S	\$ 4,150.00

Funds are available in account 9910-906416-9588-900000-704040, EBDI, Phase 2 Project.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 25** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 8 and June 15, 2011.

TRANSFERS OF FUNDS

* * * * *

The Board is requested to approve
the Transfers of Funds
listed on the following pages:

12 - 15

In accordance with Charter provisions
reports have been requested from the
Planning Commission, the Director
of Finance having reported
favorably thereon.

AGENDA

BOARD OF ESTIMATES

06/29/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 10,000.00	9938-913001-9475	
MVR	Reserve	
	Unallotted	
45,000.00	9938-902691-9475	
MVR	Reserve	
	Western Run	
	Greenway	
<u>\$ 55,000.00</u>	-----	9938-907740-9474
		Active
		Jones Falls Greenway
		Phase V

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1064, Task # 37 to Greenman-Pederson, Inc.

2. \$ 45,468.81	9938-901653-9475	
MVR	Reserve Unallotted	
58,000.00	9938-907740-9474	
MVR	Reserve	
	Jones Falls	
	Greenway	
<u>\$103,468.81</u>	-----	9938-907740-9474
		Active
		Jones Falls
		Greenway

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1064, Task # 38 to Greenman-Pederson, Inc.

AGENDA

BOARD OF ESTIMATES

06/29/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
3. \$ 85,000.00	9938-905793-9475	9938-904793-9474
Rec. & Parks	Reserve	Active
25 th Series	Citywide Park	Citywide Park
	Maintenance	Maintenance

This transfer will provide funds to cover the costs associated with the renovation of the City Spring Athletic Field.

Department of General Services

4. \$250,000.00	9916-907170-9194	9916-908170-9197
3 rd Public	Reserve	Gen. Fund
Building Loan	Municipal Bldgs.	Revenue
	Master Plan	Active
		Municipal Bldgs.
		Master Plan

The funds will provide for in-house staff to survey over 100 buildings, an estimated 1,000,000 sq. ft. of space, and develop building system condition assessments. The assessment will enable staff to evaluate the remaining design life of each system and to develop replacement costs estimates for each system. These condition assessments will enable the City to develop an optimal capital budget investment strategy for its facilities.

5. \$ 85,000.00	9916-902204-9194	9916-903204-9197
1 st Public	Wahl Building	Wahl Building
Building GO	Roof Replacement	Roof Replacement
Bond	Reserve	Active

This transfer will provide funds to cover the costs associated with completion of the roof improvements made to the Baltimore Convention Center.

AGENDA

BOARD OF ESTIMATES

06/29/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
6. \$295,000.00 Federal	9950-902784-9509 Constr. Reserve People Mover System	9950-901428-9506-6 Structures and Improvements Jones Falls Trail - Phase I

This transfer will provide funds for the purchase of Transit Passenger Shelters and benches through the Requisition relating to the project Jones Falls Trail - Phase I.

7. \$ 150,000.00 MVR	9950-909981-9509 Const. Reserve In-house Street Resurf. Prog.	9950-904981-9508 In-house Street Resurf. Prog.
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This transfer will provide funding for the purchase of a Compaction Roller, Lowboy Trailer and Tandem Axle Trailer cab through Req. No. 570305 and 570314 for internal milling and paving operation under the project "In-house Street Resurfacing Program."

8. \$ 245,982.00 Federal	9950-917001-9507 Constr. Res. - Highways Aid	9950-905662-9508-3 Design & Studies Water Taxi - Maritime Training Project
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This transfer will fund costs associated with PO #P508538 with Living Classrooms to provide education in operational and equipment safety to existing and potential maritime operators in Baltimore's harbors and waterways.

AGENDA

BOARD OF ESTIMATES

06/29/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>		
9. \$1,164,000.00	9950-919001-9509	9950-905980-9508-6
Federal	Constr. Reserve	Structures and
	Downtown Shuttle	Improvements Down-
	System	town Shuttle System

This transfer will fund the purchase of four BRT Hybrid buses from Daimler Buses North America through Req. No. R577151 to provide additional capacity on the Charm City Circulator.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Recreation - Joint Use Agreement
and Parks (Rec. & Parks) and Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a joint use agreement with the MD Department of Natural Resources (DNR), and the Baltimore Board of School Commissioners (BBSC) and Attachment B, grant agreement with the Baltimore Board of School Commissioners. The period of the joint use agreement is effective upon Board approval for the useful life of the project. The period of the grant agreement is effective upon Board approval through Completion of the project.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 9938-907808-9474-900000-706063

BACKGROUND/EXPLANATION:

On July 28, 2010, the Maryland Board of Public Works approved the commitment of Program Open Space/Community Parks and Playgrounds funds to the City for the renovation of the Northwestern High School Track. As a condition precedent to the receipt of the funding, a written agreement between the City, the DNR and the BBSC is required to establish the terms, conditions and mutual responsibilities with respect to the project. A grant agreement between the City and the BBSC is required in order for the BBSC to receive the funds.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The joint use agreement and grant agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 75,000.00	9938-908808-9475	9938-907808-9474
State	Reserve	Active
	Community Park	Community Park
	and Playground	and Playground
	FY11	FY11

This transfer will provide funds to cover the costs associated with the renovation of the Northwestern High School Track.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

The Board is requested to approve the

Extra Work Orders

as listed on the following pages:

19 - 21

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,
pursuant to Charter provisions, a report has

been requested from the Planning
Commission, the Director of Finance
having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

06/29/2011

EXTRA WORK ORDERS

Contract	Prev. Apprvd.		Time	%
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext.</u>	<u>Compl.</u>

Department of Transportation

1. EWO#003, \$0.00 - TR 10308, Resurfacing Highways @ Various Locations Citywide

\$2,143,832.06	\$102,869.73	P. Flanigan & Sons, Inc.	150	-
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2. EWO#008, \$372,883.04 - TR 05312, Lombard Street Resurfacing from Martin Luther King Boulevard to President Street

\$1,657,500.00	\$721,495.73	Machado Construc- tion Co., Inc.	-	-
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3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$137,000.00	9950-919001-9509	
Others	Constr. Reserve	
	Unallotted	
131,290.90	9950-908980-9509	
<u>MVR</u>	Constr. Reserve	
	Downtown Shuttle	
	System	
\$268,290.90	-----	9950-905980-9508-2
		Contingencies
		Downtown Shuttle
		System

This transfer will provide funds to clear the deficit in the account and fund costs associated with Change Order No. 8, Project No. TR 05312 with Machado Construction Co., Inc.

AGENDA

BOARD OF ESTIMATES

06/29/2011

EXTRA WORK ORDERS

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext. Compl.</u>

Bureau of Water & Wastewater

- | | | | | | |
|-----|--|----------------|---------------------|---|----|
| 4. | EW0#019, \$369,965.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$4,887,433.93 | Spiniello Companies | 0 | 76 |
| 5. | EW0#020, \$697,250.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$5,257,398.93 | Spiniello Companies | 0 | 76 |
| 6. | EW0#021, \$514,225.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$5,954,648.93 | Spiniello Companies | 0 | 77 |
| 7. | EW0#022, \$1,483,468.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$6,468,873.93 | Spiniello Companies | 0 | 77 |
| 8. | EW0#023, \$895,502.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$7,952,341.93 | Spiniello Companies | 0 | 80 |
| 9. | EW0#024, \$701,040.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$8,847,843.93 | Spiniello Companies | 0 | 84 |
| 10. | EW0#025, \$619,630.00 - W.C. 1198, Urgent Need Work Infra-Structure Rehabilitation Various Locations | | | | |
| | \$10,473,325.00 | \$9,548,833.93 | Spiniello Companies | 0 | 84 |

AGENDA

BOARD OF ESTIMATES

06/29/2011

EXTRA WORK ORDERS

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext. Compl.</u>

Bureau of Water & Wastewater

11. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 250,000.00	9960-907101-9558	
Baltimore County	Constr. Reserve	
	Small Water Main	
	Program	
4,750,000.00	9960-909100-9558	
Water Revenue	Constr. Reserve	
<u>Bonds</u>	Water Infrastr.	
	Rehab	
\$5,000,000.00	-----	9960-903682-9557-2
		Extra Work

The funds are required to cover the costs of extra work under W.C. 1198, Infrastructure Rehabilitation at Various Locations.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Department - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Ms. Paulette Tucker for the month of December 2010.

AMOUNT OF MONEY AND SOURCE:

\$70.90 - 1001-000000-3100-295900-604003

BACKGROUND/EXPLANATION:

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

Ms. Tucker submitted her request for reimbursement several months after purchasing uniforms due to her lack of understanding of the policy.

The Department apologizes for the lateness.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2010 through June 30, 2011, unless otherwise indicated.

1. THE JOHNS HOPKINS UNIVERSITY \$182,279.00

Account: 4000-422111-3030-271400-603051

The organization will provide medical expertise and clinical services to tuberculosis clinic patients including examinations, recommendations for therapy and monitoring adverse reactions in patients. The period of the agreement is January 1, 2011 through December 31, 2011.

The agreement is late because the request was received late in the grant year.

MWBOO GRANTED A WAIVER.

2. THE AFTER-SCHOOL INSTITUTE, INC. \$ 25,000.00

Account: 4000-424211-3030-513216-603051

The organization will provide services to increase awareness, knowledge, risk-reduction measures and change in behavior that leads to the prevention of new HIV infections among African American youth in Baltimore City. The period of the agreement is March 1, 2011 through June 30, 2011.

The agreement is late because the supplement grant was awarded by the State of Maryland Department of Health and Mental Hygiene, Infectious Disease and Environmental Health Administration on February 24, 2011.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

3. SISTERS TOGETHER AND REACHING, INC. (STAR) \$ 8,000.00

Account: 1001-000000-3041-274005-603051

STAR is collaborating with the Department's Needle Exchange Program on a project called "The Block Project". STAR will supply work space on its mobile unit for the Department to offer reproductive health services each Thursday evening of the month during the contract term. STAR will also conduct counseling, testing and referral services. The period of the agreement is October 1, 2010 through June 30, 2011.

The agreement is late due to an oversight and the award to STAR was never processed. Approval of this agreement will allow the Department to reimburse STAR for services provided.

4. JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE \$ 34,070.00

Account: 4000-425611-3023-606109-603051

Under this agreement the Johns Hopkins HIV Women's Health Program will provide comprehensive services to HIV/AIDS infected women during pregnancy to minimize the risk of mother to child transmission of HIV while maintaining optimal health of the mother and provide antiretroviral treatment during pregnancy.

MWBOO GRANTED A WAIVER.

5. THE JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE \$ 25,273.00

Account: 4000-425611-3023-274407-603051

Under this agreement the Johns Hopkins Women's Health Program will serve the obstetrical needs of HIV infected women in Maryland as part of overall reproductive health services. Services will be provided through the Ryan White Part D program and will include outpatient ambulatory health care, medical case management, non-medical case management and psychosocial support.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

6. **THE JOHNS HOPKINS UNIVERSITY** **\$ 95,000.00**
(JHU)

Account: 4000-424511-3023-274413-603051

The JHU will provide HIV counseling, testing and referral (CTR) services in the obstetrical clinic and community base centers. The JHU will also facilitate clients identified as HIV infected into primary care and case management, engage people in HIV prevention through health education and prevention counseling while providing CTR Services. In addition, they will provide linkage with and referral to outreach programs.

MWBOO GRANTED A WAIVER.

7. **THE JOHNS HOPKINS UNIVERSITY** **\$ 71,670.00**
(JHU)

Account: 4000-425611-3023-274404-603051

The JHU will provide comprehensive service to HIV infected women during pregnancy to minimize the risk of mother to child transmission of HIV while maintaining optimal health of the mother and antiretroviral treatment during pregnancy.

MWBOO GRANTED A WAIVER.

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 13,987.00**
(JHU)

Account: 4000-425611-3023-606110-603051

The JHU will provide HIV psychosocial support services to women receiving prenatal services through peer support groups and individual counseling with an emphasis on treatment adherence and HIV and STD prevention.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

9. CHASE BREXTON HEALTH SERVICES, INC. \$100,000.00

Account: 4000-424511-3023-274450-603051

The organization will provide HIV counseling, testing and referral services. Clients can get tested confidentially or anonymously and may request HIV counseling and testing as part of their medical visit. Services will include pre and post-test counseling sessions, specimen collection and handling and documentation, as well as partner notification services for 14,135 patients.

MWBOO GRANTED A WAIVER.

The agreements are late because the Maryland Department of Health and Mental Hygiene Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part D services. The Department is responsible for processing contracts after receipt of an approved budget and scope of services and making payments to the provider after the State selects the provider through the Request for Proposal process.

**10. BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. \$253,930.00
(BSAS)**

Account: 4000-421911-3041-268400-603051

The BSAS will provide risk-reduction strategies to decrease the incidence of HIV/STI infection among intravenous drug users and other substance abusers living in Baltimore City.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

11. **THE JOHNS HOPKINS UNIVERSITY** **\$ 14,740.00**
(JHU)

Account: 4000-422311-3030-513200-603051

The JHU will provide an Evening Outreach Supervisor. This individual will provide the evening scheduling and staffing for all evening outreach testing and van activities. They will also be responsible for onsite supervision of van activities providing feedback to outreach staff to ensure goals are met as well as outreach testing.

The agreement is late because of the delay in receipt of an acceptance scope and budget.

12. **HARBEL COMMUNITY ORGANIZATION INC.** **\$ 6,977.00**

Account: 4000-432510-3100-546015-603051

The organization will provide services in the area of one part-time substance abuse counselor or alcohol and drug trainee and one part-time supervisor for the Harford Heights Elementary School-Based Health Center. Substance abuse prevention and treatment will focus on drugs, alcohol and tobacco as specific substances to avoid. The period of the agreement is March 1, 2011 through June 30, 2011.

The agreement is late because it was awarded late in the funding period and was just finalized.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Department - cont'd

13. HEBRON HOUSE, INC. \$ 2,900.00

Account: 4000-433412-3023-273300-601009

The Department will partner with the organization to provide the following services: identify clients who are Medicare beneficiaries, screen clients using the Senior Health Insurance Program (SHIP) referral form, refer screened beneficiaries who need enrollment assistance into one or more benefit programs to SHIP by fax or email, and provide outreach in the mental health community. The SHIP will provide outreach materials, identified partnering agency staff must attend SHIP training, provide monthly summary reports to include number of persons identified, screen and referred, no later than 15th of each month, provide training to identify the Commission on Aging and Retirement Education services staff regarding mental health issues, with permission from clients. SHIP will also refer appropriate clients to the Hebron House, Inc. who need mental health intervention. The period of the agreement is May 1, 2011 through December 31, 2011.

The agreement is late because the signatory was not available earlier and because of budget revisions.

**14. THE JOHNS HOPKINS UNIVERSITY \$ 82,733.00
(JHU)**

Account: 4000-424511-3023-274430-603051

The JHU will provide integrated behavioral care for HIV positive patients with co-occurring substance abuse and mental health disorders who receive medical care at the Moore Clinic.

MWBOO GRANTED A WAIVER.

The agreement is late because the State AIDS Administration programmatically manages Ryan White Part B services. The Department is responsible for processing contracts after receipt of an approved budget and scope of services and making payments to the provider after the State selects the provider through the request for proposal process.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

15. PACT: HELPING CHILDREN WITH SPECIAL NEEDS \$100,330.00

Account: 5000-587410-5750-672217-603051 \$ 54,495.00
5000-585811-5750-668806-603051 \$ 45,835.00

The organization will provide various therapy/evaluation services on as as-needed basis. The organization will also provide continuation of early intervention services for children from three years old to kindergarten; coordinate services with the Department's Infants and Toddler program staff in compliance with the local early intervention system. The program will include a combination of home and center-based evaluation and groups for three through five year olds. The period of the agreement is July 1, 2009 through June 30, 2011.

MWBOO GRANTED A WAIVER.

**16. KENNEDY KRIEGER INSTITUTE \$ 60,000.00
(KKI)**

Account: 5000-587410-5750-672217-603051

The KKI will provide service coordinators to provide coordination of early intervention services to children found eligible for Part B services when parents choose the extended option from year 3 - kindergarten age. The coordinators will also provide advertising on a quarterly basis in Spanish language publications reaching the Hispanic population and advertising twice a year in a publication reaching the orthodox Jewish community. The period of the agreement is July 1, 2009 through June 30, 2011.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

The agreement is late because of several reasons. On September 30, 2009, the Board approved the original grant award for July 1, 2009 through September 30, 2011. On June 9, 2010, the Board approved amendment no. 1 for additional funds for the extended Individualized Family Service Plan Option and changed the grant term to July 1, 2009 through September 30, 2011. Because the grant award was amended, the sub-grantee budgets had to be revised to reflect those changes and some of the budget information was misplaced.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Department - Agreements

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreements.

SENIOR COMPANION PROGRAM

- | | | |
|----|---|----------------|
| 1. | ASSOCIATED CATHOLIC CHARITIES,
INC./ST. ANN ADULT DAY CARE | \$ 0.00 |
| 2. | CHARLES STREET HEALTH CARE, LLC | \$ 0.00 |
| 3. | KESWICK MULTI-CARE CENTER, INC. | \$ 0.00 |
| 4. | SANDTOWN WINCHESTER NURSING HOME, LLC. | \$ 0.00 |
| 5. | FUTURE CARE HEALTH AND MANAGEMENT
OF IRVINGTON, INC. | \$ 0.00 |

The above-listed organizations will serve as Volunteer Stations for the Senior Companion Program. Through a grant from the Corporation for National and Community Services, the Department sponsors the Senior Companion Program. The grant pays for 100% of the cost of Senior Companions to volunteer to assist special needs clients who want to remain in their homes. While the senior companions are on duty, the grant provides for their life insurance, transportation and other benefits. The period of the agreement is July 1, 2011 through June 30, 2012.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- | | | |
|----|--|----------------|
| 6. | ST. PETER'S ADULT LEARNING CENTER,
INC. | \$ 0.00 |
| 7. | ASSOCIATED BLACK CHARITIES, INC./
ST. ELIZABETH REHABILITATION &
NURSING CENTER | \$ 0.00 |

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Dept. - cont'd

- | | | |
|----|--|---------|
| 8. | MARYLAND DEPARTMENT OF HEALTH AND
MENTAL HYGIENE, MARYLAND BOARD OF
PHARMACY | \$ 0.00 |
| 9. | ECHO HOUSE MULTI SERVICE CENTER
INC. | \$ 0.00 |

The above-listed organizations will serve as host agencies for the Senior Community Service Employment Program. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds. The period of the agreement is July 1, 2011 through June 30, 2012.

(The agreements have been approved by the Law Department as to form and legal sufficiency).

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to purchase gift cards from Thor Eastpoint Mall, LLC.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - 6000-625211-3080-289400-604015

BACKGROUND/EXPLANATION:

The Department will purchase 120 gift cards @ \$25.00 each.

The Department's Adolescent & Reproductive Health Program runs two successful comprehensive after school pregnancy preventive programs. The Mi Espacio Program site launched in 2000 and targets Latino/Hispanic youth in East Baltimore. This after school program is modeled after the Children's Aid Society pregnancy prevention approach, designed by Dr. Michael Carrera. His model which has been rigorously evaluated, has proved effective in decreasing births and pregnancies by half among its female participants for up to three years.

The Department has a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each incentive card and its recipient, 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of program's activity vis-à-vis the internal policy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Health Department - Revised FY 2011 Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the revised FY 2011 notification of grant award (NGA) from the Maryland Department of Aging (MDOA). The period of the grant award is July 1, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 1,195.00	-	5000-535711-3024-268405-603051	-	Action in Maturity
1,150.00	-	5000-535711-3024-268401-603051	-	Allen Senior Ctr.
1,150.00	-	5000-535711-3024-268414-603051	-	Ed. A. Myerberg
1,150.00	-	5000-535711-3024-268403-603051	-	Forest Park Ctr.
1,150.00	-	5000-535711-3024-268409-603051	-	Greenmount Ctr.
1,150.00	-	5000-535711-3024-268410-603051	-	Hatton Center
1,150.00	-	5000-535711-3024-268406-603051	-	Harford Center
1,150.00	-	5000-535711-3024-268408-603051	-	Oliver Senior Ctr.
1,150.00	-	5000-535711-3024-268411-603051	-	Sandtown- Winchester Center
1,150.00	-	5000-535711-3024-268404-603051	-	Senior Network
1,150.00	-	5000-535711-3250-268412-603051	-	Southwest Center
1,150.00	-	5000-535711-3250-268402-603051	-	Waxter Senior Ctr.
<u>\$13,845.00</u>				

BACKGROUND/EXPLANATION:

On February 9, 2011, the Board approved the original Senior Center Operating Funds NGA in the amount of \$129,269.00 for the period July 1, 2010 through June 30, 2011.

The revised FY 2011 NGA in the amount of \$13,845.00 provides additional Senior Center Operating funds to cover supplies and materials for recreational activities and will make the total FY 2011 award \$143,113.00.

The revised NGA is late because it was just received from MDOA.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT
CONFIRMED THE GRANT AWARD.

(The revised notification of grant award has been approved by the Law Department as to form and legal sufficiency.)

06/29/2011

ACTION REQUESTED OF B/E:

1. GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP), FAMILY CRIMES VICTIM ADVOCATE PROGRAM	\$35,000.00
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The goal of the "Baltimore's Family Crimes Victim Advocate Program" is to provide swift and comprehensive services to victims of domestic violence. Working closely with the detectives assigned to the Family Crimes Unit, a full-time Victim Advocate will be hired and will be responsible for providing crisis counseling, safety planning, and resource identification to victims. The Victim Advocate will also continue to provide supportive services to victims throughout the course of the investigation and prosecution of the case. The period of the award is July 01, 2011 through June 30, 2012.

2. GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP), FY2012 CLINICAL CASE MANAGER	\$17,498.00
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The Baltimore Police Department's "Clinical Case Manager" focuses on properly assessing the needs of relocated crime victims and witnesses, connecting them to needed services and improving coordination and communication among

AGENDA

BOARD OF ESTIMATES

06/29/2011

Police Department - cont'd

agencies. The grant funds will pay the salary and mileage for a part-time licensed Social Worker (Case Manager) who will perform psychosocial assessments of crime victims and witnesses who are temporarily relocated to a safe house by the Baltimore Police Department, in coordination with the Baltimore City Department of Housing and Community Development. The Case Manager connects victims and witnesses to services and programs and helps them with developing a permanent housing plan. The period of the award is July 01, 2011 through June 30, 2012.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

(The grant agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Bureau of Water and - Agreement
Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Rummel, Klepper & Kahl, LLP, for Project 1143R, On-Call Construction Project Management, Scheduling, Inspection, and Engineering Services. The period of the agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - amounts to be determined with each task
(not-to-exceed)

BACKGROUND/EXPLANATION:

The consultant will provide construction engineering, construction inspection, technical and administration assistance in all aspects of quality assurance for proposed improvements in the City's water and wastewater system. The services provided include, but are not limited to construction observation and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractors' applications for payment, and attendance at project meetings, preparation of record drawings, and review of contractor claims. Depending on the nature of other work and City staff requirements, personnel representing the selected firm will be available on an as needed basis.

The Consultant was approved by the Architectural and Engineering Awards Commission.

MBE/WBE PARTICIPATION:

MBE:	Daniel Consultants, Inc.	\$0-\$810,000.00	0-27%
	EBA Engineering, Inc.	\$0-\$810,000.00	0-27%
	TOTAL MBE (In the aggregate)		27%

AGENDA

BOARD OF ESTIMATES

06/29/2011

BW&WW - cont'd

WBE: Ross Technical Services,
Inc.

9%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

**AUDITS NOTED THE ON-CALL CONSULTANT AGREEMENT AND WILL REVIEW
TASK ASSIGNMENTS.**

(The on-call consultant agreement has been approved by the Law
Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 10 to EMA, Inc. under Project 1082, On-Call Computerized Maintenance Management System (CMMS) Assessment and Selection Services.

AMOUNT OF MONEY AND SOURCE:

\$147,490.67 - 2070-000000-5501-630102-603026

BACKGROUND/EXPLANATION:

Under this task, EMA, Inc. will assist the City in the assessment and selection of a CMMS for both Water facility and Wastewater facility groups.

EMA, Inc. will identify and review available documents, strategic business plans, enhancement requests, customer surveys, business process analyses, technical architectures, maintenance procedural documentation and key performance reports. EMA, Inc. will identify expected business results, assess current system adequacy, risks, prepare budget and time estimates, and develop business memoranda. EMA, Inc. will assess the CMMS's functional interface and performance requirements, evaluate the CMMS applications, prepare request for proposals and vendor demonstration. They will assist with vendor negotiations and monthly progress reports.

EMA, Inc. was approved by the Office of Boards and Commissions and the Architectural & Engineering Awards Commissions.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

AGENDA**BOARD OF ESTIMATES****06/29/2011****TRAVEL REQUESTS**

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>				
1.	Adrienne Barnes	2011 National Meeting and Conf. COMTO Philadelphia, MD Jul. 16 - 20, 2011 (Reg. Fee \$590.00)	MVR	\$1,458.00
<u>Health Department</u>				
2.	Iris Allen	National HIV Prevention Conf. Atlanta, GA Aug. 14 - 17, 2011 (Reg. Fee \$350.00)	Federal Ryan White	\$1,249.80

The Department has paid Ms. Allen's registration in the amount of \$350.00 on EA000067526. Airfare in the amount of \$216.40 has been paid by Training Resources Network, Inc. (TRN). The disbursement to the attendee will be in the amount of \$683.40.

Training Resources Network, Inc. is contracted through the Health Department's Ryan White Office for the provision of capacity building and technical assistance. In their current work plan Objective D.1. is the provision of logistical support to the Ryan White Office for conducting professional development, technical assistance and capacity-building as requested.

Line item funding is included in the annual budget of TRN to support staff attendance at conferences and professional development activities.

AGENDA

BOARD OF ESTIMATES

06/29/2011

TRAVEL REQUESTS

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of Aging and CARE Services</u>				
3.	Dayna M. Brown	National Assoc. of Area Agencies On Aging 36 th Annual Conf. and Tradeshow Washington, DC July 16 - 20, 2011 (Reg. Fee \$480.00)	State	\$ 854.30

The Department has paid Ms. Brown's registration in the amount of \$480.00 on EA000066473. The disbursement to the attendee will be in the amount of \$374.30.

Mayor's Office of Information Technology

4.	Samantha Luckhardt	ESRI International User Conference Nashville, TN July 09 - 17, 2011 (Reg. Fee \$0.00)	Homeland Sec. Grant	\$3,593.70
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The subsistence rate for this location is \$176.00 per day. The hotel rate for this location is \$326.14 per night plus occupancy taxes in the amount of \$41.06 per night. The Department is requesting an additional \$150.14 per night to cover the cost of the hotel and \$40.00 per day for meals and incidental expenses.

AGENDA

BOARD OF ESTIMATES

06/29/2011

TRAVEL REIMBURSEMENT

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of Civil Rights & Wage Enforcement</u>				
5.	Susan P. Randall	2011 EEOC/FEPA National Training Conference Chicago, IL May 16 - 19, 2011 (Reg. fee \$0.00)	Federal	\$1,016.06

On May 16 - 19, 2011, Susan P. Randall attended the 2011 EEOC/FEPA National Training Conference in Chicago, Illinois. The subsistence rate for this location is \$237.00 per day. The expenses incurred for the employee included airfare, ground transportation, hotel, occupancy taxes and meals.

Airfare	\$ 300.40
Ground Transp.	50.00
Hotel	465.00
Occ. Taxes	71.64
Meals	79.02
	<u>\$1,016.06</u>

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
---------------	------------------------	--------------------

Bureau of Purchases

- | | | |
|--|-------------|---------|
| 1. R & S NORTHEAST | \$24,966.00 | Renewal |
| Solicitation No. 06000 - Ortho Contraceptives - Health Department - Req. No. TBD | | |

On May 26, 2010, the Board approved the initial award in the amount of \$24,966.00. The award contained two 1-year renewal options. This renewal in the amount of \$24,966.00 is for the period June 26, 2011 through June 25, 2012.

- | | | |
|---|-------------|-------------|
| 2. CHESAPEAKE FIRE & RESCUE EQ., INC. | \$30,000.00 | Sole Source |
| Solicitation No. 08000 - Holmatro Tools, Maintenance, and Repair - Fire Department - Req. No. R577144 | | |

The vendor is the only local representative of Holmatro, Inc. and is the sole source of parts and maintenance for maintaining the integrity of warranties. The period of the award is July 1, 2011 through June 30, 2012.

- | | | |
|--|--------------|---------|
| 3. SMG | \$100,000.00 | Renewal |
| Solicitation No. 06000 - Manage and Operate First Mariner Arena - Department of Finance - Req. No. TBDL. | | |

On June 3, 1998, the Board approved the initial award in the amount of \$435,000.00. The award contained renewal options. Subsequent actions have been approved. This is the final renewal in the amount of \$100,000.00 is for the period June 30, 2011 through June 29, 2012.

MWBOO SET GOALS OF 20% MBE AND 3% WBE.

MBE: South American Mechanical Contractor	34.58%
Special Events Medical Services	0.00%
WBE: Crown Foods	29.43%
Eddie Brown & Assocs.	0.75%

MWBOO FOUND VENDOR IN COMPLIANCE.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|-------------|
| 4. CDP MID-ATLANTIC, INC. | \$175,000.00 | Sole Source |
| Solicitation No. 08000 - Primavera Phase V Contract Management Compliance - Department of Transportation - Req. No. R576478 | | |

On March 4, 2009, the Board approved the initial award in the amount of \$379,125.00. Subsequent actions have been approved. The vendor is the sole provider of this proprietary software for Maryland.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

5. COALITION TO END CHILDHOOD

- | | | |
|---|---------|-----------|
| LEAD POISONING, INC. | \$ 0.00 | Extension |
| Solicitation No. BP 07203 - Lead Abatement at Low Income Residences (Part II) - Health Department - P508318 | | |

On July 25, 2007, the Board approved the initial award in the amount of \$475,600.00. Subsequent actions have been approved. A coordinated lead abatement/weatherization bid solicitation is being prepared. This extension is necessary to ensure continuity of services available for this important program until this solicitation is issued and awarded. The period of the extension is July 18, 2011 through November 30, 2011.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

MBE: Adapt Home Improvement, LLC 34.83%

WBE: Baltimore Window Factory 4.72%

MWBOO FOUND VENDOR IN COMPLIANCE.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

6. FUTURE CARE HOMEWOOD

PROPERTIES, LLC	\$ 326,511.96	Increase
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Solicitation No.08000 - Annual Rent - Department of Housing and Community Development - Req. No. R556181

On July 18, 2007, the Board approved the initial award in the amount of \$274,032.00. Subsequent actions have been approved. This increase in the amount of \$326,511.96 is necessary to fund the fifth year of the award and will make the total award amount \$1,492,613.24.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

7. RSM MCGLADREY, INC. \$1,050,000.00 Increase

Solicitation No. BP 07105 - Local Government Integrated Financial Systems - Department of Finance - Req. No. R577474

On October 3, 2007, the Board approved the initial award in the amount of \$5,441,471.00. Subsequent actions have been approved. This increase in the amount of \$1,050,000.00 will be used to fund the Fiscal Year 2012 licenses, maintenance and the continued integration of the City Dynamics Financial System, the City's Oracle Budget System, and the City's Financial Reports System with on-site City agency support, training and documentation. This increase will make the award amount \$9,446,973.00. The contract expires September 18, 2012 with one 5 year renewal option remaining.

MWBOO SET GOALS OF 3% MBE AND 2% WBE.

MBE: Full Circle Solutions, Inc. 3.0%

WBE: Aggarwal dba New Horizon
Computer, Inc. 2.0%

MWBOO FOUND VENDOR IN COMPLIANCE.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|---------------|---------|
| 8. ROCKY MOUNTAIN HOLDINGS,
LLC | \$ 250,000.00 | Renewal |
| Solicitation No. 06000 - Non Emergent Air Transportation Services - Health Department - Req. No. TBD. | | |

On June 16, 2010, the Board approved the initial award in the amount of \$250,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$250,000.00 is for the period July 1, 2011 through June 30, 2012, with two 1-year renewal options remaining.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 9. PHI AIR MEDICAL
TRANSPORTATION | \$400,000.00 | Renewal |
| Solicitation No. 06000- Multi-level Medical Air Transportation Services - Health Department - Req. No. TBD. | | |

On June 25, 2008, the Board approved the initial award in the amount of \$250,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This is the final renewal in the amount of \$400,000.00 and is for the period July 1, 2011 through June 30, 2012.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

10. MILTON S. HERSHEY

MEDICAL CENTER	\$ 50,000.00	Renewal
Solicitation No. 06000 - Multi-Level Medical Air Transportation Services - Health Department - Req. No. TBD		

On June 25, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This is the final renewal in the amount of \$50,000.00 and is for the period July 1, 2011 through June 30, 2012.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

11. CRITICAL CARE MEDFLIGHT,
INC.

	\$100,000.00	Renewal
Solicitation No. 06000 - Medical Fixed Wing Air Transportation - Health Department - Req. No. TBD.		

On June 25, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained three 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the final renewal in the amount of \$100,000.00 and is for the period July 1, 2011 through June 30, 2012.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/29/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Purchases

- | | | |
|--|--------------|-------------|
| 12. MEDSTAR/MID ATLANTIC | | Renewal and |
| TRANSPORTATION | \$250,000.00 | Increase |
| Solicitation No. 06000 - Non Emergent Air Transportation Services - Health Department - Req. Nos. TBD. | | |

On June 25, 2008, the Board approved the initial award in the amount of \$405,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$250,000.00 will make the award amount \$1,310,000.00 and is for the period July 1, 2011 through June 30, 2012.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------------------|---------|
| 13. ATLANTIC TACTICAL, INC. | \$200,000.00 | |
| FIRING LINE INC. | 150,000.00 | |
| | <u>\$350,000.00</u> | Renewal |
| Solicitation No. B500001477 - Ammunition - Police and Sheriff Departments - P.O. Nos. P514475 and P414476 | | |

On August 18, 2010, the Board approved the initial award in the amount of \$350,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$350,000.00 is for the period August 11, 2011 through August 10, 2012, with three 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
---------------	------------------------	--------------------

Bureau of Purchases

- | | | |
|---|--------------|-------------|
| 14. MASIMO AMERICAS, INC. | \$ 50,000.00 | Sole Source |
| Solicitation No. 08000 - Rad-57 CO-Oximeters - Fire Department - Req. No. R577825 | | |

The Rad-57 CO-Oximeters are currently the standardized system used throughout the Fire Department. This equipment is only available from the manufacturer and sole distributor, Masimo Americas, Inc.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

- | | | |
|---|----------------|-------------|
| 15. ADP INC. | \$2,400,000.00 | Sole Source |
| Solicitation No. 08000 - Human Resource Information, E-time and Enterprise Payroll Systems Licensing - Department of Finance - Req. NO. R577476 | | |

The vendor is the sole provider of licensing for the Human Resource Information, E-time and Enterprise Payroll Systems in use by the Bureau of Accounting and Payroll Services.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11, (d)(i) of the City Charter, the procurement of equipment and/or service is recommended.

AGENDA

BOARD OF ESTIMATES

06/29/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
---------------	------------------------	--------------------

Department of General Services

- | | | |
|---|-------------|---------|
| 16. TOP ROOFING, INC. | \$49,500.00 | Low Bid |
| Solicitation No. IC546 - Roof Replacement at the Dypski Park Pavilion located at 1225 S. Ellwood Avenue. | | |
| 17. YOUNG'S FLOOR & REMODELING, INC. | \$31,900.00 | Low Bid |
| Solicitation No. IC547 - Fire Damaged Floor Repairs at Municipal Employees Credit Union Building - 401 E. Fayette Street, 4 th Floor | | |

AGENDA

BOARD OF ESTIMATES

06/29/2011

CITY COUNCIL BILL

11-0673 - An Ordinance concerning City Property - Grant of Easement - A Portion of 215 Park Avenue and 207 Park Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to grant a Perpetual Easement for Egress through the parcel or parcels of land known as a portion of 215 Park Avenue (Block 600, Lots 12/14), and 207 Park Avenue (Block 600, Lot 10) as shown on Plat R.W. 20-36328 and filed in the Office of the Department of General Services; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Mayor's Office of Employment - TRANSFER OF LIFE-TO-DATE
Development SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Tina Stallworth.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAMES</u>	<u>DAYS</u>
Sonia Bullock-Sneed	5
Nicole Hargrove	5
Edith Brown-Johnson	5
Cheryl Horton	5
Patricia Williams	5
Larry Martin, Jr.	2
Leslie Saunders, Jr.	2
Anthony Greene	<u>1</u>
	30

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Mayor's Office of Information Technology (MOIT) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the City of Annapolis, Anne Arundel County, Baltimore County, The County Commissioners of Carroll County, The Board and County Commissioners of Fredrick County, Harford County, Howard County, Montgomery County, and Prince George's County (collectively, The Inter-County Broadband Network Consortium or ICBN). The period of the MOU is effective upon Board approval through August 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 1001-000000-1474-165700-605003
160,000.00 - In-kind matching funds from staff administrative time and the contribution of City owned underground conduit.
\$260,000.00 - Total

BACKGROUND/EXPLANATION:

The federal grant is from the National Telecommunications and Information Administration. The State of Maryland is the prime recipient of the \$115,240,581.00 award. The ICBN is a sub-recipient receiving \$72,155,682.00 in grant funds.

The MOU is to establish efficient administration of the federal Broadband Technology Opportunities (BTOP) grant. The value of the new fiber optic network cable, engineering costs, construction and electronics is \$4,500,000.00. Howard County is the designated administrator of the grant for the ICBN.

The project will bring to the City 37 miles of new fiber optic cable and connect 45 city public safety facilities to a high speed network. The optimized routing will provide reduced costs for new close circuit television installations. In addition, it will link all Maryland jurisdictions to a common high speed network and reduce annual fees the City currently pays to private suppliers of broadband service.

AGENDA

BOARD OF ESTIMATES

06/29/2011

MOIT - cont'd

All newly constructed assets within the City of Baltimore will transfer to City ownership at the end of the project in August 2013.

APPROVED FOR FUNDS BY FINANCE

(The memorandum of understanding has been approved by the Law Department as to form and legal sufficiency.)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to approve award of
the formally advertised contracts
listed on the following pages:

56 - 58

to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

In connection with the Transfers of Funds,
pursuant to Charter provisions, reports
have been requested from the Planning
Commission, the Director of Finance
having reported favorable thereon.

AGENDA

BOARD OF ESTIMATES

06/29/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases

- | | | |
|---|--------------------------------|---------------|
| 1. B50001962, School Bus
and General Liability
Claim Services | Johns Eastern
Company, Inc. | \$ 205,525.00 |
|---|--------------------------------|---------------|

MWBOO GRANTED A WAIVER.

Department of Transportation

- | | | |
|---|---|----------------|
| 2. TR 10001R, Replacement
of Bridge BC 6521-
George's Creek Road
over George's Run | John W. Brawner
Contracting Co. Inc. | \$1,357,005.00 |
|---|---|----------------|

MBE: Machado Construction Co. Inc.	\$ 71,500.00	5.27%
Priority Construction Corp.	268,000.00	19.75%
	<u>\$339,500.00</u>	<u>25.02%</u>

WBE: Sunrise Safety Services, Inc.	\$11,000.00	0.81%
Guardrails, Etc. Inc.	12,800.00	0.94%
Axiom Engineering Design, LLC	17,000.00	1.25%
	<u>\$40,800.00</u>	<u>3.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM AMERICAN INFRASTRUCTURE-MD, INC.

3. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,031,911.20	9960-902070-9558	
Rev. Bonds	Constr. Res.	
759,333.80	Watershed Road &	
Counties	Bridge Repairs	
<u>\$1,791,255.00</u>		

AGENDA

BOARD OF ESTIMATES

06/29/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation - cont'd

\$ 135,700.00	-----	9960-906627-9557-2
		Extra Work
135,700.00	-----	9960-906627-9557-3
		Engineering
81,420.00	-----	9960-906627-9557-5
		Inspection
1,357,005.00	-----	9960-906627-9557-6
		Construction
81,420.00	-----	9960-906627-9557-9
<u>\$1,791.245.00</u>		Administration

The funds are required to cover the cost of the award for the construction of TR 10001R, Replacement of George's Creek Bridge.

4. TR 05032, Newkirk Street Monumental Paving \$1,776,837.31
 Reconstruction from & Excavating, Inc.
 Keith Ave. to Boston St.

DBE: AJO Concrete Construction, Inc.	\$ 15,350.85	0.86%
William T. King, Inc.	1,231.25	0.07%
McCall Trucking, Inc.	49,400.00	2.78%
Phipps Construction Co., Inc.	46,200.00	2.60%
Priority Construction Corp.	148,067.75	8.33%
Janis Rettaliata	6,300.00	0.35%

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,634,690.33	9950-902106-9528	
Federal	Constr. Res.	
	Canton Indus. Park	
295,104.00	9950-902106-9528	
MVR	Constr. Res.	
	Canton Indus. Park	
113,568.58	9950-906139-9528	
MVR	Constr. Res.	
<u>\$2,043,362.91</u>	Pennsylvania Ave.	

AGENDA

BOARD OF ESTIMATES

06/29/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation - cont'd

\$1,776,837.31	-----	9950-901106-9527-6 Structures & Improve.
177,683.73	-----	9950-901106-9557-5 Inspection
88,841.87	-----	9950-901106-9557-2 Contingencies
\$2,043,362.91		

This transfer will cover the costs associated with the award of Contract No. TR 05032, Newkirk Street Reconstruction - Keith Ave. to Boston St. to Monumental Paving & Excavating, Inc.

Bureau of Purchases

6. B50001812, Wellness and Fitness Program for the Fire Department	Professional Health Services	\$1,000,000.00
--	---------------------------------	----------------

MWBOO SET MBE GOALS AT 15% AND WBE GOALS AT 5%.

MBE: West Office Supplies 1.5%

WBE: Excel Staffing & Personnel Services, Inc. 2.5%

The bidder requested a waiver and demonstrated good faith efforts to achieve the MBE/WBE participation goals for this contract.

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Amendment No. 1
Community Development (DHCD) to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve an amendment No. 1 to grant agreement with Jobs, Housing and Recovery, Inc. (JHR).

AMOUNT OF MONEY AND SOURCE:

\$2,687,756.00 - Original Grant Award
 117,436.00 - Supplemental Award
\$2,805,192.00 - 1001-000000-3572-327259-603051 (Total Award)

BACKGROUND/EXPLANATION:

On June 23, 2010, the Board approved an agreement with the JHR to operate a shelter for homeless men, women and children at their facility located at 210 Guilford Avenue, 24 hours a day, seven days a week, with a capacity of 350 beds for the months of July through October, and 275 beds for November through June. At the City's request, due to unexpected demand from the homeless clients, the JHR increased the capacity of the shelter to provide 350 beds for the entire term of the agreement. This amendment No. 1 to grant agreement is necessary to allocate additional funds to the JHR so that they can provide such services to this higher than expected number of homeless clients. All other terms and conditions remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The amendment No. 1 to grant agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Progress Report for
Community Development (DHCD) Lexington Square

ACTION REQUESTED OF B/E:

The Board is requested to accept the June 9, 2011 Progress Report for Lexington Square, submitted by the Lexington Square Partners, LLC (LSP).

AMOUNT OF MONEY AND SOURCE:

NA

BACKGROUND/EXPLANATION:

On December 22, 2010, the Board approved the second amendment to the land disposition agreement (LDA) with the Lexington Square Partners. The second amendment extended the LDA to June 30, 2011. The second amendment also authorizes the DHCD to extend the termination date for one additional six month period from July 1, 2011 to December 31, 2011, in the event that Developer has not abandoned the Project and continues to pursue actively such approvals and satisfaction of such conditions as may be required to allow Settlement to be completed as expeditiously as possible.

The Lexington Square Progress Report substantiates the progress of the project during the first six-month extension. The report notes two significant actions: the Commission on Historic and Architectural Preservation approved, with conditions, the treatment of the former Read's Drug Store building and the Urban Design and Architectural Review Panel approved, with conditions, the schematic design for the development on May 10, 2011 and May 12, 2011, respectively.

During the additional six-month extension, the LSP intends to on continuing forward with implementing the project. The LSP will seek to secure letters of intent or term sheets with prospective

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

tenants, continue with design development in support of the leasing efforts and engage with a general contractor of construction of the project.

MBE/WBE PARTICIPATION:

The developer will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

(The second amendment to land disposition agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and Community Development (DHCD) - Third Amendment to the Contract of the Loan Guarantee Assistance

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Third Amendment to the Contract of the Loan Guarantee Assistance under Section 108 of the Housing and Community Development Act of 1974, as amended, 42 U.S.C. §5308, for the East Baltimore Biotech Project. The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents necessary to effectuate this transaction SUBJECT to review and approval by the Law Department.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On July 22, 2004, the City and the Department of Housing and Urban Development (HUD) entered into a contract for loan assistance for \$21,000,000.00 under Section 108 of the Housing and Community Development Act. Funds were used to acquire properties associated with the East Baltimore Development Initiative (EBDI) in an area bounded by East Chase Street, Ashland Avenue, Broadway and North Wolfe Street. The loan is repaid through the DHCD's Community Block Grant Funds (CDBG). At the time the 108 Agreement was approved, the City was required to pledge properties within the EBDI footprint as collateral.

A First Amendment was executed by HUD on February 6, 2008. The Amendment permitted the release of the properties pledged as collateral in exchange for a Debt Service Account funded by the EBDI. The Debt Service Account would contain sufficient cash to represent one year of principal and interest or approximately \$2,100,000.00.

A Second Amendment was executed by HUD in March 2008. This Amendment allowed the EBDI to fund the Debt Service Account with the proceeds from the sale of Tax Increment Financing Bonds.

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

The DHCD and the EBDI have approached HUD requesting the option to replace the \$2,100,000.00 cash collateral pledge with a Surety Bond in the same amount. A Surety Bond is a commitment by one party to pay a certain amount of money in the event a second party fails to meet its financial obligations. The Bond frees up the cash currently in the collateral account and eliminates the need for the EBDI to redirect its funds that are currently allocated to community and economic development activities.

The City will continue to pay the debt service from its annual CDBG allocation. HUD could submit a claim against the Surety Bond only if the City's CDBG allocation is insufficient to pay the debt service on the loan. If HUD is required to redeem the Surety Bond, the EBDI is required to replace the Surety Bond or to reestablish a cash collateral account. In the event that the EBDI is unable to replenish the Debt Service Account so that it is equal to one year's debt service or provide a cash equivalent, the DHCD agrees to make funds available from its Community Development Bonds subject to appropriation.

(The Third Amendment to the Contract of the Loan Guarantee Assistance has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Memorandum of Understanding (MOU)
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding with the East Baltimore Development, Inc. (EBDI). Funds allocated to acquisition, demolition, and DHMH infrastructure must be expended within twenty-four months from the later date of this memorandum or the date of appropriations by the City Council. Funds allocated to other infrastructure must be expended within sixty months from the later date of this memorandum or the date of appropriations by the City Council.

AMOUNT OF MONEY AND SOURCE:

\$5,000,000.00 - 9910-906416-9588-900000-704040

BACKGROUND/EXPLANATION:

East Baltimore Development Inc. is managing the redevelopment of an 88-acre site in East Baltimore that includes new biotech space, commercial and retail space, and over 2,100 units of mixed-income housing. The State of Maryland approved State Revitalization Funds, which supports the acquisition of properties by the DHCD, site improvements, and private acquisition of property by EBDI. State Revitalization Funds are granted to the City, which in turn are made available to EBDI.

The 2010 General Assembly approved \$5,000,000.00 to advance development efforts within EBDI's boundaries. These are matching funds and require that the City provide a one-for-one match before State funds are made available. Matching funds consist of the bonds provided through the sale of Tax Incremental Financing (TIF) Bonds.

State Funds in the amount of \$4,300,000.00 will be used to complete property acquisitions within the EBDI footprint. These properties have been identified and approved for acquisition in the Land Disposition and Development Agreement (LDDA).

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

The LDDA was approved by the Board on April 28, 2004 and amended and approved on December 19, 2008. Approximately \$267,000.00 will be used to construct a storm drain on the site of the new Department of Health and Mental Hygiene headquarters. The remaining \$433,000.00 will be used to begin demolition on the new community school site.

Under this MOU, the DHCD will acquire properties using temporary staff provided by EBDI. Properties may be acquired through settlement, tax sale, or under the power of eminent domain when appropriate. The EBDI is responsible for all relocation activities and for all relocation costs. Demolition will be overseen by the EBDI, which will be responsible for a competitive procurement process as defined in their Economic Inclusion policies.

APPROVED FOR FUNDS BY FINANCE

(The memorandum of understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Messrs. Gerald Delaney Hyman, Jr. and Gerald Delaney Hyman, Sr., (Developers), for the properties known as 742 Dolphin Street and 745 Dolphin Street.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 - 742 Dolphin Street
6,000.00 - 745 Dolphin Street
\$11,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit in the amount of \$1,100.00 has been made. The balance of \$9,900.00 will be paid in full at closing. The purchase price of the properties and the cost of all renovations will be financed with private funds.

The Developers will conduct a complete renovation of the properties located at 742 Dolphin Street and 745 Dolphin Street, in the Upton Urban Renewal Area. The scope of work will consist of the installation of new electrical systems, hanging of dry wall, installing of central HVAC systems, flooring, plumbing, doors and windows. The developers have demonstrated that they qualify to purchase and rehabilitate the two properties. Once the project is completed, the properties will be available for residential use and placement on the City's tax roll.

STATEMENT OF PURCHASE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:

The properties were priced pursuant to the appraisal policy of Baltimore City. The Valuation Waiver was used in determining the prices for both properties. The following factors are present allowing for their sale below the Valuation Waiver process:

1. Stabilizing the immediate community,
2. elimination of blight,

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

3. economic development, creation of jobs,
real estate and other taxes, and
4. the opportunity to have a quick sale and
rehabilitation of multiple properties at one time.

MBE/WBE PARTICIPATION:

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because the properties are being conveyed to private citizens to rehabilitate the structures for residential use. The citizens received no City funds or incentives for the purchase or rehabilitation of the properties. Therefore, MBE/WBE is not applicable.

(The land deposition agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Interdepartmental Memorandum
Community Development of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an interdepartmental memorandum of understanding (MOU) with the Department of Public Works/Bureau of Solid Waste. The period of the interdepartmental MOU is July 1, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$1,480,900.00 - 2089-208911-5930-701964-603051

BACKGROUND/EXPLANATION:

Pursuant to guidance from the Department of Housing and Urban Development (HUD), a MOU must be executed for the utilization of Community Development Block Grant funds to support other City agencies.

The Department of Public Works - Bureau of Solid Waste will clean and board vacant/unoccupied publicly and privately held properties as instructed by a DHCD Housing Inspection Service Request generated as a result of the enforcement (not the correction) of the City's Housing Codes which are also in low and moderate areas of the City.

Funds are being provided to subsidize a portion of the salary and other personnel cost and select operating expenses to clean and board assigned vacant structures. This activity will assist in eliminating unsafe conditions and aid in arresting decline in low to moderate-income areas. A MOU signed by the Department of Public Works, and the Law Department has been executed in order that funds may be disbursed.

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

On June 30, 2010, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2010 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Housing Opportunity for People with AIDS (HOPWA)
4. Emergency Shelter Grant Program (ESG)

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2010 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

(The interdepartmental memorandum of understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and Community Development DHCD) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of memorandum of understanding (MOU) with the State of Maryland, Department of Housing and Community Development (MD-DHCD). The period of the MOU is effective upon Board approval through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$1,680,166.00 - MD-DHCD (Capital Funds)
124,000.00 - MD-DHCD (Operating Funds)
\$1,804,166.00 - 5000-58808-3050-282900-603026

BACKGROUND/EXPLANATION:

Over the past several years, the Baltimore City Health Department (BCHD) was responsible for lead abatement and the State of Maryland had MOUs with the BCHD for state funding to support lead abatement. The Federal funding to the BCHD for lead abatement was terminated on January 14, 2011 and the City agency responsibility was transferred from the BCHD to DHCD on April 1, 2011.

This MOU establishes the relationship between the State and HCD to support lead abatement with DHCD funds in FY 2012 starting July 1, 2011. The HCD has proposed to complete abatement in 112 houses in the coming year at an average cost of \$15,000.00 per unit. Additionally, the State is providing \$124,000.00 in operating support so that the City can recruit and employ a Lead Abatement Program Manager. Finally, the MOU pledges \$875,000.00 in matching funds over a three-year period in support of HCDs application for \$2,950,000.00 in new federal funding for lead abatement submitted June 10, 2011. Those matching funds are contingent upon the City being awarded new federal funding.

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

Abatement of lead-based paint in households, where children under six years of age reside, is an essential part of the City's strategy to eliminate childhood lead poisoning.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The memorandum of understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Head Start Agreements Community Development

The Board is requested to approve and authorize execution of the Head Start agreements for the following delegate agencies. The period of the agreement is effective upon Board approval through June 30, 2011, unless otherwise indicated.

1. **CATHOLIC CHARITIES OF BALTIMORE/** **\$ 80,662.00**
ST. JEROME'S HEAD START PROGRAM

Account: 4000-486311-6051-516600-603051

The organization will provide Head Start services to 258 children and their families in Baltimore City. The funds will be used to provide for emergency renovations to the Head Start facilities, purchase educational supplies, pay rent, and pay program utilities.

2. **DAYSPRING PROGRAMS, INC./** **\$ 7,000.00**
DAYSPRING HEAD START PROGRAM

Account: 4000-486311-6051-515600-603051

The organization will provide Head Start services to 102 children and their families in Baltimore City. The funds will be used to provide for urgent health and safety repairs, and the purchase of materials and equipment.

3. **DAYSPRING PROGRAMS, INC./** **\$ 41,655.00**
HERRING RUN HEAD START PROGRAM

Account: 4000-486311-6051-516800-603051

The organization will provide Head Start services to 153 children and their families in Baltimore City. The funds will be used to provide for an increase of the food cost, supplies, and pay for substitute teachers in the classrooms.

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

4. **METRO DELTA EDUCATIONAL PROGRAMS/
YUBI HEAD START PROGRAM** **\$ 18,768.00**

Account: 4000-486311-6051-517100-603051

The organization will provide Head Start services to 102 children and their families in Baltimore City. The funds will be used to provide for urgent health, safety renovations and moving costs to the newly lease program sites' classroom and offices.

5. **METRO DELTA EDUCATIONAL PROGRAMS INC./
METRO DELTA HEAD START PROGRAMS** **\$ 38,640.00**

Account: 400-486311-6051-516300-603051

The organization will provide Head Start services to 210 children and their families in Baltimore City. The funds will be used to provide for urgent health, safety renovations and moving costs to the newly lease program sites' classroom and offices.

6. **MORGAN STATE UNIVERSITY** **\$ 41,216.00**

Account: 4000-486311-6051-554000-603051

The organization will provide Head Start services to 224 children and their families in Baltimore City. The funds will be used to provide for urgent health and safety renovations, classrooms computers, and outdoor play equipment.

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

7. **UNION BAPTIST CHURCH-SCHOOL, INC.** **\$ 83,376.00**
UNION BAPTIST/HARVEY JOHNSON
HEAD START PROGRAM

Account: 4000-486311-6051-516000-603051

The organization will provide Head Start services to 214 children and their families in Baltimore City. The funds will be used to complete urgent health and safety repairs, and implement advanced educational training and technology tools for educational staff.

8. **UNITY METHODIST CHURCH/** **\$ 32,400.00**
UMOJA HEAD START PROGRAM

Account: 4000-486311-6051-517000-603051

The organization will provide Head Start services to 187 children and their families in Baltimore City. The funds will be used to provide for urgent health and safety materials and equipment, and increase training opportunities for staff.

9. **ST. FRANCIS XAVIER'S ROMAN** **\$ 55,384.00**
CATHOLIC CONGREGATION, INC./
ST. FRANCIS HEAD START PROGRAM

Account: 4000-486311-6051-516200-603051

The organization will provide Head Start services to 301 children and their families in Baltimore City. The funds will be used to provide for urgent health and safety renovations, pay for program overhead costs, and classroom materials for the program.

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The head start agreements have been approved by the Law Department as to form and legal sufficiency.)

PERSONNEL MATTERS

* * * * *

The Board is requested to approve
all of the Personnel matters
listed on the following page:

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All of the Personnel matters have been approved
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved
by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

06/29/2011

PERSONNEL

Mayor's Office of Information Technology

1. Create the following positions

- a. 33361 - Call Center Agent I
Grade 080 (\$28,768.00 - \$33,841.00)
Job Nos. to be assigned by BBMR
(5 positions)
- b. 33362 - Call Center Agent II
Grade 084 (\$32,853.00 - \$39,210.00)
Job Nos. to be assigned by BBMR
(2 positions)
- c. 33365 - Call Center Supervisor
Grade 088 (\$38,175.00 - \$46,251.00)
Job Nos. to be assigned by BBMR

Costs: \$470,000.00 - 1001-000000-1512-167700-601001

MOIT planned to eliminate the third shift from its FY2012 budget for its Call Center but has now decided to recreate the shift in order to respond to citizens' service requests better. These positions will be performing duties that are consistent with the classifications listed above.

Baltimore City Board of Elections

2. Create two positions

- 01801 - Supervisor Elections
Grade 86A (\$10,000.00)

Cost: \$20,000.00 - 1001-000000-1801-184300-601001

This request from the Baltimore City Board of Elections implements Senate Bill 163 passed by the 2011 General Assembly and the effective date of this action is June 6, 2011. This legislation authorizes an increase in the number of regular members of the Baltimore City Board of Elections from three members to five members, an addition of two positions.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Law Department - Claim Settlements

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the following claims. The settlements have been reviewed and approved by the Settlement Committee of the Law Department.

- | | |
|--|-------------|
| 1. Ericka Ury. V. Alexandros Mellos,
et al. | \$49,500.00 |
| 2. Shakia Nelson v. Marc Camarote,
et al. | \$25,000.00 |

Account: 1001-000000-2041-195500-603070

(The settlement agreement and release have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Law Department - Opinion - Request for Refund of Real
Property Taxes

The Board is requested to approve a refund of real property taxes for the below-listed claimant:

It is the opinion of the Law Department Mr. James A. Gamber meets the qualifications for a real property tax exemption for 100% of disabled veteran and that the claimant is eligible to receive a refund of taxes paid since he meets the status of a 100% disabled veteran by the Veteran's Administration and resided in a dwelling occupied by not more than two families during the period in question. It has been determined that Mr. Gamber is entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant/s</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. JAMES A. GAMBER,	3403 Parklawn	2009-2010	\$1,730.94
JR.	Ave.	2008-2009	1,661.59
		2007-2008	<u>1,599.68</u>
		Total Refund	\$4,992.21

Mr. Gamber filed his application on June 14, 2011.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. In order to avoid interest being paid, each claimant's application for a refund must be made within 60 days of the application.

AGENDA**BOARD OF ESTIMATES****06/29/2011**

Department of Finance - Carryover of Unexpended Fiscal 2011
Appropriations to Fiscal 2012

ACTION REQUESTED OF B/E:

In accordance with end of year procedures, approval is requested for the Department of Finance to transfer, within an agency, appropriations to meet any program deficit and/or, to meet specific carryover requests in cases where surpluses exist within any agency, but not necessarily within a particular program. Additionally, the Board's approval is requested to carry forward all encumbrances and pre-encumbrances, and to transfer from the Contingent Fund an amount sufficient to cover an agency's overall deficit if required.

The Board is also requested to delegate to the Director of Finance the authority to assign the amounts intended to be used for specific purposes in future years for governmental funds. In accordance with the Board of Estimates policy of prior years, the balance of unexpended special and loan funds earmarked for specific purposes will be carried over as necessary to Fiscal 2012.

AMOUNT OF MONEY AND SOURCE:

Below is a list of carry over requests from agencies. No recommendations are made at this time pending a review of the requests by the Budget Bureau and the availability of appropriations.

A final report of recommendations and actions by the Budget Bureau will be submitted for approval by the Board of Estimates for the July 27, 2011 meeting.

Sources and amounts for closing out appropriations will be from within each agency and fund.

Agency	Account Number	Purpose	Request	Category
Board of Elections	1001-899-001-00-1-02	Temporary Salaries / Wages	\$300,000	A
	1001-899-001-00-3-08	Advertising	\$30,000	A
	1001-899-001-00-3-09	Postage	\$20,000	A
	1001-899-001-00-3-11	Rental of Business Machines	\$17,000	A
	1001-899-001-00-3-12	Data Word Services	\$20,000	A
	1001-899-001-00-6-03	Data Work Processing	\$250,000	A
	1001-899-002-00-3-26	Other Professional Services	\$120,000	A
	1001-899-003-00-3-13	Rental of Real Property	\$16,600	A
	1001-899-003-00-3-50	Not Otherwise Classified	\$800,000	A
	Total		\$1,573,600	

AGENDA

BOARD OF ESTIMATES

06/29/2011

Finance - cont'd

Comptroller	1001-131-001-00-1-01	Auditors	\$200,000	A
	1001-131-001-00-3-20	Training	\$20,000	B
	1001-131-001-00-5-08	Computer Software	\$25,000	B
	Total		\$245,000	
Convention Center	1001-855-014-00-3-16	Ballroom Audio System Replacement	\$120,000	B
	1001-855-014-00-3-16	East Building skylights	\$300,000	B
	1001-855-014-00-3-16	Conway and Howard Street Terraces	\$80,000	B
	1001-855-014-00-3-16	Howard Street Planters	\$15,000	B
	1001-855-014-00-3-16	Conduit repairs	\$15,000	B
	1001-855-014-00-3-16	Conduit repairs	\$16,000	B
	1001-855-014-00-3-16	Charles Street Lobby	\$12,000	B
	1001-855-014-00-3-16	Roofing	\$56,000	B
	1001-855-013-00-6-07	Handicap Lift	\$25,000	B
	Total		\$639,000	
Finance	1001-704-001-00-x-xx	Replacement Billing System	\$250,000	B
	1001-148-001-00-6-03	Computer Processing Equipment	\$105,000	B
	1001-150-001-006-03	Computer Processing Equipment	\$35,000	B
	Total		\$390,000	
HCD	1001-812-001-00-7-01	BDC Small Business Resource Center	\$34,000	B
	1001-740-001-00-3-26	Dawson House Rehabilitation	\$250,000	A
	1001-745-004-00-6-02	Mail Processing Machine	\$50,000	B
	1001-745-005-00-5-03	Tough Book Computer Replacement	\$20,000	B
	1001-751-004-00-6-02	Ticket Machine for One Stop shop	\$20,000	B
	1001-745-001-00-6-03	Computer Switch for Code Enforcement	\$15,000	B
	1001-751-005-00-3-16	Plans Examining Counter	\$10,000	B
	9910-588-047-00-4-45	Demolition	\$440,875	B
	9910-588-058-00-6-47	Stabilization	\$440,875	B
	1001-745-002-00-5-03	computer replacement	\$353,250	B
	1001-357-001-00-3-51	Homeless Shelter Beds	\$300,000	A
	Total		\$1,934,000	
Health	1001-716-001-00-3-51	BARCS contract	\$91,000	B
	Total		\$91,000	
Law	1001-871-001-00-x-xx	Computers	\$43,009	B
	1001-864-001-00-x-xx	Computer Desks	\$10,590	B
	1001-865-001-00-x-xx	Computer Desks	\$4,916	B
	1001-869-003-00-3-12	Program Software	\$73,651	A
	1001-863-003-00-x-xx	Flooring, Art, and Furniture	\$3,000	B
	1001-864-003-00-3-20	Flooring, Art, and Furniture	\$23,500	B
	1001-866-004-00-x-xx	Flooring, Art, and Furniture	\$620	B
	1001-870-001-00-x-xx	Flooring, Art, and Furniture	\$47,610	B
	1001-865-005-00-x-xx	Flooring, Art, and Furniture	\$10,600	B
	1001-863-001-00-x-xx	Flooring, Art, and Furniture	\$8,002	B
	1001-866-001-00-x-xx	Flooring, Art, and Furniture	\$10,217	B
	1001-861-001-00-x-xx	Flooring, Art, and Furniture	\$4,065	B
	1001-868-001-00-x-xx	Flooring, Art, and Furniture	\$102,500	B
	1001-870-001-00-x-xx	Flooring, Art, and Furniture	\$7,000	B
	Total		\$349,280	

AGENDA

BOARD OF ESTIMATES

06/29/2011

Finance - cont'd

Legislative Reference	1001-107-001-00-3-26	No Reason Provided	\$44,457	B
	Total		\$44,457	
Library	1001-788-068-00-5-03	Public Computer Replacement	\$250,000	B
	1001-788-040-00-5-40	Books and Materials - Central	\$300,000	B
	1001-788-022-00-5-40	Books and Materials - Branches	\$300,000	B
Library (cont.)	Total		\$850,000	
Mayoralty	1001-353-001-00-3-50	Language Access Service	\$35,000	A
	Total		\$35,000	
MOED	1001-798-014-00-x-xx	Youth Works	\$50,000	B
	Total		\$50,000	
MOIT	1001-804-001-00-1-01	Extend 311 Call Center Hours	\$500,000	B
	Total		\$500,000	
M-R: Art and Culture	1001-824-001-00-7-01	BOPA	\$32,000	A
	1001-493-010-00-x-xx	Walters OPCs	\$152,300	A
	1001-493-014-00-x-xx	Baltimore Museum of Art OPCs	\$110,000	A
	Total		\$294,300	
M-R: Civic Promotion	1001-820-002-00-x-xx	Sail Baltimore	\$10,000	A
	Total		\$10,000	
M-R: Educational Grants	1001-446-013-00-x-xx	Family League	\$2,669,756	A
	1001-446-015-00-x-xx	Experience Corp	\$58,192	A
	1001-446-006-00-x-xx	U of M Cooperative Extension	\$47,803	A
	Total		\$2,775,751	
M-R: Miscellaneous General	1001-122-018-00-1-09	Analysis of 2010 Census Data	\$36,000	A
	Total		\$36,000	
Neighborhoods	1001-354-001-00-3-26	Community Outreach Festival Supplies	\$3,358	B
	1001-354-001-00-3-26	Language Access Service	\$13,958	A
	Total		\$17,316	
Office of Civil Rights	1001-656-001-00-3-26	Labor Compliance Reporting System	\$35,000	B
	Total		\$35,000	
Orphans Court	1001-817-001-00-x-xx	Digital Court Recording System	\$50,000	B
	Total		\$50,000	
Planning	1001-763-001-00-x-xx	Transform Baltimore Zoning Code Rewrite	\$123,000	A
	Total		\$123,000	

AGENDA

BOARD OF ESTIMATES

06/29/2011

Finance - cont'd

Public Works	1001-676-005-00-5-03	Computers	\$115,500	A
	1001-662-001-00-x-xx	Restore Grass Cutting and Pest Control	\$469,000	B
	1001-663-006-00-3-16	Sisson Street Dropoff Center	\$1,000,000	B
	1001-663-006-00-3-16	New Hazardous Waste Dropoff Center	\$200,000	B
	1001-663-006-00-3-26	Disposal Services	\$200,000	B
	1001-661-014-00-3-16	Mechanical Sweeping Facility	\$500,000	B
	1001-664-007-61-6-04	Quarantine Road Bulldozers	\$1,000,000	B
	1001-662-001-00-5-01	Furniture and Office Equipment	\$50,000	B
	1001-674-005-00-6-04	Jeeps	\$168,000	B
	3001-674-007-00-5-08	Upgrade to CCTV	\$42,000	B
	3001-674-007-00-3-35	Flood Alert System	\$15,000	B
	3001-674-004-00-3-26	Stormwater Utility Communication Services	\$380,000	B
	3001-674-001-00-3-26	Inlet Debris Collection Pilot	\$850,000	B
	3001-674-005-00-3-26	Plans Review	\$200,000	B
	3001-674-004-00-5-06	Scanning Plans Equipment	\$150,000	B
	3001-674-005-00-5-01	Office Furniture and Workstations	\$415,155	B
	3001-674-005-00-3-26	Renovations	\$73,172	B
	Total		\$5,827,827	
Recreation and Parks	1001-644-003-00-5-03	Data Processing Equipment	\$25,000	A
	1001-644-003-00-5-08	Security Equipment	\$20,000	A
	1001-644-007-00-3-07	Printing	\$25,000	A
	1001-644-007-00-3-08	Advertising	\$20,000	A
	1001-648-017-00-3-16	Maintenance of Recreation Centers	\$80,661	A
	1001-648-005-00-5-02	Office Machines	\$66,000	A
	1001-648-005-00-5-01	Furniture and Equipment	\$15,000	A
	Total		\$251,661	
Sheriff	1001-882-001-00-3-26	Metal Detector Upgrade	\$40,000	B
	1001-882-001-00-3-26	Data Terminals	\$50,000	B
	1001-882-001-00-3-16	Training Room	\$70,000	B
	Total		\$160,000	
	Grand Total		\$16,282,192	

Category A = Funds originally appropriated for such a purpose

Category B = Funds **NOT** originally appropriated for such purpose

AGENDA

BOARD OF ESTIMATES

06/29/2011

Finance - cont'd

BACKGROUND/EXPLANATION:

In accordance with a new Governmental Accounting Standards Board (GASB) requirement as GASB 54, it is now required that the fiscal policy body formally delegate the official to determine the amounts of fund balances to be used for specific purposes in future years.

The Baltimore City Charter (1996 Edition as amended), Article VI, Section 9(c), provides that:

"Appropriations contained in the Ordinance of Estimates for a particular program, purpose, activity, or project may, upon the recommendation of the head of the municipal agency concerned and the Director of Finance, and with the approval of the Board of Estimates, be carried over to fiscal years subsequent to the one for which the appropriation is initially made for the accomplishment of said program, purpose, activity, or project. Funds encumbered for contracts, projects or other actual commitments and funds dedicated by an act of Congress or by State law or by the terms of any private grant to some specific purpose shall be carried over to the next fiscal year. All appropriations not so carried over shall lapse at the end of the fiscal year from which made, except that any balance remaining in the fund of the water or sanitary wastewater utility (under Section 18 of the article) at the end of the fiscal year shall remain to the credit of that utility and an estimate of such a balance shall be included in that utility's budget for the next year as an estimated receipt."

AGENDA

BOARD OF ESTIMATES

06/29/2011

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office</u>		
1. MARY PAT FANNON	\$60.00	\$95,000.00
	(plus \$5,000.00 for parking, lodging, food and conf. registration)	

Account: 1001-000000-1270-152900-603018

Ms. Fannon will continue to work as a Senior Advisor for the Mayor's Office of Government Relations. She will be responsible for advising and providing analysis to the Mayor on State legislation, fiscal initiatives and other matters that impact the City during the months of the Maryland General Assembly. This contract shows a 5% increase from the previous contract. The period of the agreement is July 10, 2011 through May 9, 2012.

Health Department

2. LEONA L. TRUELOVE	\$35.00	\$24,500.00
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Account: 5000-519912-3041-000000-601009

Ms. Truelove, retiree, will continue to work as a Health Program Administrator III for the Health Disparities, Cardiovascular Disease and Diabetes Program. Her duties will include, but are not limited to assisting the Director to resolve administrative functions, designing and maintaining the Excel database for the Cardiovascular Disease Initiative, generating reports for the Director, assisting the Director to identify funds to support this initiative and writing grant applications. In addition, Ms. Truelove will serve on the grant committee for the Tobacco Use Prevention and Cessation Program, reviewing and scoring grant applications. The period of the agreement is July 1, 2011 through June 30, 2012.

THE ABOVE CONTRACTS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

(The agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Finance - Office of Risk Management - FY 2012 Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the following FY 2012 Insurance Policies. The policies will renew on July 1, 2011.

1. **FIREMAN'S FUND INSURANCE CO.** **\$ 8,085.00**

This policy provides insurance coverage for the City's GPS tracking system installed on school buses. The policy provides coverage for theft and direct physical damage to units installed in 30 Baltimore City Public School System buses and 300 vendor owned buses. The policy is being renewed at a 0% rate increase, and is subject to a \$250.00 deductible.

2. **LEXINGTON INSURANCE COMPANY** **\$2,149,584.00**

This master property insurance policy will cover the real and personal property of the City and the Baltimore City Public School System. The Office of Risk Management (ORM) anticipated a challenging renewal process for this very important insurance placement because of the double snow storms this past winter. As a result of the storms, the City incurred \$4,007,350.00 in losses to real property. Last year, 13 markets were approached and declined based on target pricing and limited capacity for this class of business. With these obstacles to face, the ORM felt it best to work with the incumbent carrier only, to obtain the most competitive pricing and comprehensive plan. The renewal price reflects a 19.42% increase, which is attributed to the frequency and severity of our claims as well as market loss activity and expectations of increased Atlantic Coast loss estimates for Hurricane and Wind. However the City's rate of .034 still remains very competitive at less than .04 cents per \$100.00 of coverage.

3. **AON HUNTING T. BLOCK FINE ARTS INSURANCE CO.** **\$ 250,228.00**

This policy provides insurance coverage for Fine Arts replacement cost and transit coverage to the Baltimore Museum of Art, The Walters Art Museum and any location owned, occupied or controlled by the Mayor and City Council. Coverage is being renewed per expiring rates, with the incumbent broker.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Dept. of Finance - Office of Risk Management - cont'd

4. AIG INSURANCE COMPANY **\$ 17,346.00**

This policy provides insurance coverage for the loss of money, securities or other financial instruments for which the City, and the Baltimore City Public School System are legally liable. The marketplace is limited. The AIG Insurance Company will continue to provide this coverage for the coming year with no increase in rate. The policy has a \$1,000,000.00 per occurrence limit, with a per occurrence deductible of \$10,000.00.

5. AIG INSURANCE COMPANY **\$ 96,873.00**

This policy covers various vessels owned and/or operated by City agencies, including the Constellation. Markets for this exposure are limited. The policy will be renewed with the incumbent carrier, at the same terms and conditions as the expiring policy including terrorism coverage on the entire fleet.

6. SCOTTSDALE INSURANCE **\$ 304,152.00**

The commercial market for School Bus Automobile Liability remains very limited. Because of increased claims activity, negotiation began early and as a result, the Department was able to obtain a renewal rate of \$874.00 per bus, which represents a 4% rate increase.

7. PHILADELPHIA INSURANCE COMPANY **\$ 105,473.00**

This policy provides insurance coverage for the Convention Center Complex and 1st Mariner Arena. This policy provides liability coverage for the Convention Center Complex and 1st Mariner Arena. The renewal is being provided by the incumbent carrier at a 0.10% increase in premium due to increased claims activity. The policy contains a \$25,000.00 deductible in lieu of a Self Insured Retention as per the expiring policy. The insurance carrier will handle all claims, thereby eliminating the need for a Third Party Administrator to handle all claims under the Self Insured Retention.

AGENDA

BOARD OF ESTIMATES

06/29/2011

Finance - Office of Risk Management - cont'd

8. ZURICH INSURANCE COMPANY **\$ 22,626.00**

On May 05, 2010, the Board renewed a May 11, 2005 Resolution, whereas the City of Baltimore would indemnify and save harmless the directors, officers and employees of certain non-profit Quasi corporations from monetary loss sustained by them due to acts of negligence while in the performance of their duties as directors, officers and employees of said non-profit corporations. Coverage is being renewed with the Incumbent carrier at the same terms and conditions as expiring. The renewal premium represents no change in rate.

Account: 2043-000000-1450-162900-603014

9. INJURED WORKERS' INSURANCE FUND (IWIF) **\$ 155,722.00**

This policy will provide Workers' Compensation benefits for the Mayor's Office of Employment Development trainees program. The MOED receives federal grant money, a requirement of which is the purchase of Workers' Compensation Insurance for the participants in its various programs. The MOED has completed its 16th year under the IWIF Program. The rate/premium offered by the IWIF is favorable again this year. A 40% credit was negotiated due to Good Loss Experience.

Account: 4000-806412-6313-460205-603017

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/29/2011

Department of Housing and - Head Start Agreements Community Development

The Board is requested to approve and authorize execution of the Head Start agreements for the following delegate agencies. The period of the agreement is effective upon Board approval through June 30, 2011, unless otherwise indicated.

1. **ST. PAUL COMMUNITY OUTREACH CENTER, INC./** **\$ 50,884.00**
ST. PAUL COMMUNITY HEAD START PROGRAM

Account: 4000-486311-6051-515800-603051

The organization will provide Head Start services to 202 Children and their families in Baltimore City. The funds will be used to purchase food for children, building maintenance repairs and supplies, utilities, and fire, safety, and office equipment.

2. **ST. VINCENT DePAUL OF BALTIMORE, INC./** **\$ 96,096.00**
ST. VINCENT DePAUL SOUTH EAST HEAD
START PROGRAM

Account: 4000-486311-6051-671999-603026

The organization will provide Head Start services to 270 Children and their families in Baltimore City. The funds will be used to address urgent health and safety renovations to their facility and to increase education learning tools in the classroom.

3. **CATHOLIC CHARITIES OF BALTIMORE** **\$ 4,614.00**
ST. JEROME'S HEAD START PROGRAM

Account: 4000-486311-6050-671926-603026

The organization will provide Head Start services to 258 Children and their families in Baltimore City. The funds will be used to address urgent health and safety renovations.

AGENDA

BOARD OF ESTIMATES

06/29/2011

DHCD - cont'd

4. **CATHOLIC CHARITIES OF BALTIMORE** **\$ 62,472.00**
ST. JEROME'S HEAD START PROGRAM

Account: 4000-486311-6051-516600-603051

The organization will provide Head Start services to 258 Children and their families in Baltimore City. The funds will be used to purchase educational supplies, pay rent at one site, and pay program utilities.

5. **YMCA OF CENTRAL MARYLAND/** **\$ 59,064.00**
THE EMILY PRICE JONES
HEAD START PROGRAM

Account: 4000-486311-6051-516100-603051

The organization will provide Head Start services to 258 Children and their families in Baltimore City. The funds will be used to provide urgent health and safety renovations, pay lease close out costs, and reallocation expenses for two sites.

APPROVED FOR FUNDS BY FINANCE

MWBOO GRANTED A WAIVER]

(The head start agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/29/2011

PROPOSALS AND SPECIFICATIONS

1. Department of Transportation - TR 10317, Safe Routes to School - Grant Years 'A', 'B', 'C', and 'D'
BIDS TO BE RECV'D: 08/17/2011
BIDS TO BE OPENED: 08/17/2011

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED