

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
DECEMBER 28, 2011 AND JANUARY 4, 2012

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on December 28, 2011 and January 4, 2012.

The Board of Estimates will not receive or open bids on December 28, 2011 or January 4, 2012. The Board of Estimates will reconvene on January 11, 2012.

BOARD OF ESTIMATES' AGENDA - DECEMBER 7, 2011

Department of Finance - Amendment to a Licensing Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to a licensing agreement with the Municipal Employees Credit Union (MECU) for replacement of ATM machines in the Convention Center, Abel Wolman Municipal Building and the Charles L. Benton, Jr. Building.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The current licensing agreement is for five years beginning July 1, 2007, with an option at the sole discretion of the City to renew for an additional five year period.

The MECU wants to replace the current Interbold 1064i Series ATM machines with the Tranax C4000 Series ATM machines. In addition, the MECU will install an additional ATM machine in the Abel Wolman Municipal Building as well as in the Charles L. Benton, Jr. Building which will bring the total to two machines in each building. All other terms and conditions of the agreement will remain unchanged.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with the National Coalition of 100 Black Women, Baltimore Metropolitan Chapter, lessee, for the rental of approximately 427 square feet of space located at 2901 Druid Park Drive, Suite 105, at the Business Center @ Park Circle. The period of the agreement is December 1, 2011 through November 30, 2012 with an option to renew for one additional 1 year term.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$6,753.42	\$562.79

BACKGROUND/EXPLANATION:

The lessee is a non-profit, voluntary advocacy group, which seeks to empower Black women through various programs. Programs focus on effective networking and establishing links with the corporate and political sectors. The organization has been a tenant at the Business Center @ Park Circle since April 1997.

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

All other lessor 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 lease agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/07/2011

Bureau of the Budget and - Fiscal 2013 Budget Calendar
Management Research

In accordance with Article VI, Section 2, of the Charter of Baltimore City (1996 Edition), the submitted schedule for preparing the Fiscal Year 2013 Budget is recommended for adoption by the Honorable Board.

<u>DATE</u>	<u>ACTION</u>
11/04/2011	Agency transmittal of final Outcome Budgeting operating budget proposals
03/21/2012	Transmittal of Department of Finance recommendations to Board of Estimates
04/02/2012	Board of Estimates reviews the Department of Finance recommendations and holds hearings with agency heads
through	
04/10/2012	
4/11/2012	Taxpayer's Night - 6:00 P.M.
04/25/2012	Board of Estimates adopts proposed Ordinance of Estimates
04/27/2012	Publication of copy of proposed Ordinance of Estimates in two daily Baltimore City newspapers

AGENDA

BOARD OF ESTIMATES

12/07/2011

Bureau of the Budget and - cont'd
Management Research

04/30/2012 Introduction of proposed Ordinance of Estimates
to City Council

05/01/2012 City Council review of proposed Ordinance of
Estimates

through City Council schedules public hearings

06/18/2012 Passage of Ordinance of Estimates for fiscal
year ending June 30, 2013

AGENDA

BOARD OF ESTIMATES

12/07/2011

Circuit Court - Cooperative Reimbursement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a cooperative reimbursement agreement with the State of Maryland Department of Human Services, Child Support Enforcement Administration. The period of the grant award and cooperative reimbursement agreement is October 1, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$222,027.00 - Federal Participation (66%)
114,378.00 - Local Share (34%)
\$336,405.00 - 4000-401512-1100-116800-404001

BACKGROUND/EXPLANATION:

The Domestic Relations Cooperative Reimbursement Grant will continue to provide funds for operational costs and salary/OPC expenditures for the Domestic Relations Masters Program on a 34% to 66% basis. Prior to Fiscal Year 1988, Baltimore City provided all funding for child support and custody enforcement, as required under spousal support obligations under the program.

The amount of the reimbursement for program expenditures under this cooperative reimbursement agreement is estimated at \$209,318.00.

APPROVED FOR FUNDS BU FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Circuit Court for Baltimore City - 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, Patricia Trikeriotis.

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>
Charles Madden	5
Neil Moores	3
Shelvia McGee Chavis	2
Brenda Graham	2
Jean Dhal	2
Darlene Chavez	2
Chris Metcalf	<u>2</u>
	18

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

12/07/2011

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

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

Dynis, LLC	\$ 93,528,000.00
Insituform Technologies, Inc. and Subsidiaries	\$ 2,914,407,000.00
Kayden Premier Enterprises, Inc.	\$ 1,500,000.00
Marona Construction Company	\$ 20,556,000.00
Miller Pipeline, LLC	\$ 312,921,000.00
Riggs Distler & Company, Inc.	\$ 228,105,000.00
Rogers 1 st , LLC	\$ 549,000.00
SGX, Inc.	\$ 1,500,000.00
Sabre Demolition Corporation	\$ 28,012,500.00
Shannon-Baum Signs, Inc.	\$ 8,000,000.00
Top Roofing, Inc.	\$ 837,000.00

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:

A S Architects, Inc.	Architect
Burdette, Koehler, Murphy, and Associates, Inc.	Engineer
Chester Engineers, Inc.	Architect, Landscape Architect, Engineer
Core Studio Design, LLC	Landscape Architect
The Faux Group, Inc.	Landscape Architect
Floura Teeter	Landscape Architect

AGENDA

BOARD OF ESTIMATES

12/07/2011

BOARDS AND COMMISSIONS - cont'd

Hazen and Sawyer, P.C.	Architect, Engineer
Kann Partners	Architect
Latis Associates, LLC	Engineer
Marshall Craft Associates, Inc.	Architect

AGENDA

BOARD OF ESTIMATES

12/07/2011

Mayor's Office of Governmental Relations - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a professional services agreement with Washington Linkage Group, Inc. The period of the agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$132,000.00 (Not-to-Exceed \$66,000.00/year) - 1001-000000-1220-
145900-603021

BACKGROUND/EXPLANATION:

The federal advocate will continue to assist the City in enhancing its position in a broad range of matters before the federal government including, but not limited to, tax issues, federal funding appropriations, urban affairs, education reform, municipal finance, infrastructure, transportation, housing, public health, and public safety.

The amount of the agreement with Washington Linkage Group, Inc. will not exceed \$66,000.00 per year including fees and expenses.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Mayor's Office of Employment - Amendment to Agreement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the amendment to agreement with Baltimore Mental Health Systems, Inc.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 4000-806512-6331-478005-603051

BACKGROUND/EXPLANATION:

On June 20, 2011, the Board approved the original agreement with Baltimore Mental Health Systems, Inc. in the amount of \$70,000.00. Under this agreement the organization would provide mental health assessment, treatment and psychiatric consultations to youth referred by MOED Youth Opportunity Centers.

The purpose of this amendment to agreement is to increase the number of participants by 25 and to increase the amount of the total compensation by \$20,000.00, making the total contract amount \$90,000.00. All other terms and conditions remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Mayor's Office of Employment - Amendment to Grant Award
Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of an amendment to grant award from the Maryland State Department of Labor, Licensing and Regulation (DLLR). The amendment extends the agreement through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$137,500.00 - 4000-806811-6312-456000-404001

BACKGROUND/EXPLANATION:

On February 9, 2011, the Board approved the grant agreement with the DLLR for On-the-Job Training (OJT) Service. The original agreement in the amount of \$231,000.00 is for the period January 1, 2011 through December 3, 2011. The modification will increase the original agreement by \$137,500.00 making the total award \$368,500.00 and extend the period of the agreement through June 30, 2012.

The purpose of the grant is to assist local employers in hiring and training OJT participants from the Baltimore City area.

The amendment to agreement is late because MOED recently received the approved grant amendment from grantor.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnation</u>			
1. Lilyan J. Kalis, deceased	4333 Park Heights Ave.	G/R \$70.00	\$ 466.67
Funds are available in City Bond Funds, account no. 9910-903187-9588-900000-704040, Park Heights Project.			
2. Peter Mitchell	1107 N. Caroline St.	G/R \$96.00	\$ 640.00
3. Unknown	1324 N. Caroline St.	G/R \$60.00	\$ 400.00
4. Unknown	1115 N. Caroline St.	G/R \$60.00	\$ 400.00

Funds are available in City Bond Funds, account no. 9910-906460-9588-900000-704040, Oliver Project.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for these properties.

5. Robert Clark	1323 Hillman St.	L/H	\$ 3,820.00
6. Howard Mitchell	1310 Valley St.	L/H	\$ 2,940.00

Funds are available in City Bond Funds, account no. 9910-910715-9588-900000-704040, Johnston Square Project.

AGENDA

BOARD OF ESTIMATES

12/07/2011

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - cont'd</u>			
7. Silas Brown and Samuel S. Brown	3319 Woodland Ave.	L/H	\$ 6,660.00
8. Ricky Niles Davis	3311 Virginia Ave.	F/S	\$21,000.00
9. Lisa Bradford	3325 Woodland Ave.	L/H	\$ 6,660.00
10. Greg Sullivan and Elizabeth Sullivan	3332 Woodland Ave.	L/H	\$ 8,400.00
11. Thomas W. Felder II	3333 Woodland Ave.	F/S	\$ 7,000.00

Funds are available in account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Corridor.

DHCD - Option

12. Tridack, LLC	321 E. 20 th St.	G/R	\$ 880.00
		\$96.00	

Funds are available in account no. 9912-910713-9591-900000-704040, Barclay Project.

DHCD - Rescission and Approval of Option

13. Marshall R. Rief and Sheryl L. Rief, Co- Trustees of the Norma T. Rief Revocable Trust	1612 Harlem Ave.	G/R	\$ 600.00
		\$90.00	

On September 21, 2011, the Board approved an option for the acquisition of the \$72.00 ground rent interest in 1612 Harlem Avenue for the amount of \$480.00 from Marshall R. Rief and Sheryl L. Rief, Co-Trustees of the Norma T. Rief Revocable Trust. However, since that time, the Department discovered that the ground rent interest is actually \$90.00 per the original lease. Therefore, the Board is requested to rescind its prior approval and approve an option to acquire the \$90.00 ground rent interest for the amount of \$600.00.

AGENDA

BOARD OF ESTIMATES

12/07/2011

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD</u> - cont'd			

Funds are available in account no. 9910-907079-9588-900000-704040, Wylie Funeral Home Project.

In the event that the option agreement/s fail/s 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 amounts.

TRANSFERS OF FUNDS

* * * * *

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

16 - 18

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

12/07/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>		
1. \$170,000.00	9916-901410-9194	
Gen'l. Funds	Elevator Replace-	
	ment Various	
	Buildings-Reserve	
\$ 85,000.00	-----	9916-913730-9197
		Elevator Upgrade -
		Abel Wolman Bldg.
		Active
<u>85,000.00</u>	-----	9916-909720-9197
\$170,000.00		Elevator Upgrade -
		City Hall - Active

This transfer will provide funding for elevator upgrades at The Abel Wolman Building and City Hall.

Department of Transportation

2. \$ 32,000.00	9950-904453-9509	9950-903453-9508-3
Federal	Constr. Res.	Design and Study
	- Dundalk Ave.	Dundalk Ave. Street-
	Streetscape	scape

This transfer will cover the deficit in the account and fund the cost related to the Project Dundalk Avenue Streetscape.

3. \$ 62,000.00	9950-903365-9509	9950-902365-9508-3
MVR	Constr. Res.	Design & Study
	Key Hwy. Gateway	Key Highway
	Beautification	Beautification

This transfer will cover the deficit in the account and funds costs related Project 954, Change Order No. 4, Key Highway Beautification and advertisement costs by KCW Engineering Technologies, Inc.

AGENDA

BOARD OF ESTIMATES

12/07/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
4. \$155,000.00 Other Funds	9910-907994-9587 Special Capital Projects - Reserve	9910-931003-9588 Capital Project Support

This transfer will provide funds during fiscal year 2012, to support two positions within the Fiscal Operations Division, solely dedicated to preparing, monitoring and maintaining the Department of Housing and Community Development's capital budget.

5. \$100,000.00 23 rd EDB	9910-919008-9608 Hopkins Plaza Enhancements - Reserve	9910-931010-9607 Hopkins Plaza Enhancements
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This transfer will provide funds to implement the designed improvements to Hopkins Plaza in coordinated efforts between the Department of Housing and Community Development, Department of Transportation and the Department of Recreation and Parks.

Bureau of Water and Wastewater

6. \$250,000.00 MDOT Rev. Bonds	9958-903451-9522 Constr. Res. Fairmont Storm Drain Improv.	9958-902451-9520-3 Engineering
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This transfer will cover the cost of Project 1133K, Task No. 3, PAS for SWC 7760, Fairmont Avenue Storm Drain and the current account deficit.

AGENDA

BOARD OF ESTIMATES

12/07/2011

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
7. \$15,000.00	9938-908764-9475	
Rec. & Parks	Reserve	
24 th Series		
45,000.00	9938-913001-9475	
State	Reserve Unallotted	
<u>\$60,000.00</u>	-----	9938-907764-7474
		Active
		Park & Playground
		Renovation FY09

This transfer will provide funds to cover the costs associated with the purchase, of lighting poles and luminaries for the Riverside Park's renovation project.

8. \$15,000.00	9938-902668-9475	9938-903701-9474
Rec. & Parks	Reserve	Active
23 rd Series	Park Perimeter	Park Master Plan
	Improvements	

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1165, Task #1 to Mahan Rykiel Associates, Inc.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Fire Department - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Mr. Patrick Reed for the month May 2011.

AMOUNT OF MONEY AND SOURCE:

\$100.00 - 1001-000000-2112-226000-603020

BACKGROUND/EXPLANATION:

In June, 2011 Mr. Reed took the written exam for EMS recertification, which is an expense that is reimbursed by the Department.

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.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Fire Department - Sub-recipient Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a sub-recipient agreement with the Maryland Emergency Management Agency (MEMA). The period of the sub-recipient agreement is October 1, 2010 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$220,296.00 - 1001-000000-1930-262100-401220

BACKGROUND/EXPLANATION:

This is a federal grant administered through MEMA and must be matched dollar for dollar with local in-kind assistance. The grant is provided to enhance and strengthen emergency management capabilities at the State and local level.

The sub-recipient agreement is late because the award letter and sub-recipient from MEMA were received by the Department on November 4, 2011.

APPROVED FOR FUNDS BY FINANCE

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

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

EXTRA WORK ORDERS

* * * * *

The Board is requested to approve the
Extra Work Orders
as listed on the following page:

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The EWOs have been reviewed and approved
by the Department of
Audits, CORC, and MWBOO
unless otherwise indicated.

AGENDA

BOARD OF ESTIMATES

12/07/2011

EXTRA WORK ORDERS

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

Department of General Services

1.	EWO #034, \$189,409.00 - PB 08820R, Fallsway Housing & Service Center			
	\$ 6,937,000.00	\$ 940,865.38	Roy Kirby & Sons, Inc.	- 100

Bureau of Water and Wastewater

2.	EWO #008, \$100,456.00 - WC 1160R, Montebello Plant 2 Finished Water Reservoir Cover			
	\$ 36,922,950.00	\$ 4,346,379.63	Alan A. Myers, LP	- 60
3.	EWO #017, \$ 80,871.15 - SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant			
	\$115,688,000.00	\$ 959,382.56	Fru-Con Construction Corporation	0 32
4.	EWO #028, \$ 84,084.56 - WC 1198, Urgent Need Work Infrastructure Rehabilitation Various Locations			
	\$ 10,473,325.00	\$11,188,653.63	Spiniello Companies	0 87
5.	EWO #031, \$ 66,006.00 - SC 812, Improvements to the Lower Gwynns Run Interceptor			
	\$ 21,206,342.00	\$ 3,725,621.18	Carp Seca Corporation	- -

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of General Services - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a right-of-entry agreement with 5600, LLC, owner of 5600 East Lombard Street and Picorp, Inc., owner of 6500 East Lombard Street. The period of the right-of-entry agreement is effective upon Board approval for 90 days.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City, acting by and through the Department of Transportation, is proposing a project to perform surveys on 5600 and 6500 East Lombard Street to delineate the existing wetlands and forested areas. This survey is needed for the proposed Redline Project.

The property owners have granted this right-of-entry agreement to the City at no cost.

MBE/WBE PARTICIPATION:

N/A

(The right-of-entry agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of General Services - Developer's Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1239 with Forest City-New East Baltimore Partnership, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$188,996.00

BACKGROUND/EXPLANATION:

The developer would like to install new sanitary sewer and storm drain to its proposed construction located in the vicinity of 1746 Ashland Avenue. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A performance bond in the amount of \$188,996.00 has been issued to Forest City-New East Baltimore Partnership, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

City funds will not be utilized for this project; therefore, MBE/WBE participation is not applicable.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of General Services - Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3401 Greenmount Avenue	Tariq Mahmood	Retain two single face electrical signs 8' x 2'
Annual Charge: \$140.60		
2. 229 N. Howard Street	G & T Partnership, Inc.	Retain three single face electric signs, one 10' X 1', one 5'4" x 1'4", one 10' x 1'4"
Annual Charge: \$421.80		
3. 1115 S. Charles Street	Muhly's G.E.M. Bakery, Inc.	Handicap ramp 11'1" x 3'5"
Annual Charge: \$70.30		
4. 735 S. Glover Street	Gregory M. Rogers	Egress Stairway 18' x 3'
Annual Charge: \$234.40		

Since no protests were received, there are no objections to approval.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Mr. Prakash Mistry for the month of May 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 27.00 - 2071-000000-5181-399800-603003 - Parking
63.24 - 3001-000000-5181-390700-603002 - Mileage
\$ 90.24

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.

The request is late because the employee experienced a delay because of workload obligations.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Mr. Duncan Stuart for the month of June 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 31.00 - 2071-000000-5181-399800-603003 - Parking
60.69 - 2071-000000-5181-613200-603002 - Mileage
21.60 - 2071-000000-5181-399800-604009 - Meeting Expenses
\$113.29

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.

The request is late because the employee prepared the mileage report with the incorrect rate and the Expense Report needed to be resubmitted.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Bureau of Water and Wastewater - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Sidu Associates, Inc. for Project No. 1160.2, On-Call Electrical Engineering Services. The period of the agreement is effective upon Board approval for three years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - various accounts
(Upset limit)

BACKGROUND/EXPLANATION:

The project consists of on-call consulting for various tasks assigned by the City on an as-needed basis. The scope involves electrical consulting engineering services for various water and wastewater facilities including treatment plants and pumping stations, and may include planning, design, and construction phase services. Calls for these services will be made as needs are identified.

The consultant has been approved by the Architect and Engineering Awards Commission.

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 28% FOR MBE AND 9% FOR WBE.

MBE: Dhillion Engineering, Inc.	\$140,000.00	14.00%
EBA Engineering, Inc, Inc.	<u>140,000.00</u>	<u>14.00%</u>
Total	\$280,000.00	28.00%
WBE: Constellation Design Group, Inc.	\$ 30,000.00	3.00%
SP Arch, Inc.	<u>60,000.00</u>	<u>6.00%</u>
Total	\$ 90,000.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

12/07/2011

BW&WW - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Bureau of Water and Wastewater - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 003 to Louis Berger Water Service, Inc. under Project No. 1149E, On-Call Project Management, Scheduling, and Inspection.

AMOUNT OF MONEY AND SOURCE:

\$237,776.48 - 9956-904529-9551-900010-705032
67,135.75 - 9956-904564-9551-900020-705032
182,031.60 - 9956-906342-9551-900020-705032
107,417.20 - 9960-903682-9557-900020-705032
53,708.60 - 9956-904753-9551-900020-705032
\$648,069.63

BACKGROUND/EXPLANATION:

The consultant will provide project management, scheduling, and inspection for water appurtenances repairs, sidewalk, and pipeline work and enhance nutrient removal contract with the City of Baltimore.

The MBE consultant, Environ-Civil Engineering Ltd. and Sidhu Associates, Inc. will assist the Bureau of Water and Wastewater Construction Management Division. The work includes but is not limited to code compliance, field inspection and record keeping for the above-referenced construction project.

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

12/07/2011

Bureau of Water and Wastewater - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 031 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1076J, On-Call S.C. 845, Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$149,158.97 - 9956-905527-9551-900010-705032

BACKGROUND/EXPLANATION:

The consultant will provide construction services for S.C. 845.

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

12/07/2011

Mayor's Office of Human Services - Agreements
Homeless Services Program (MOHS)

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2011 through June 30, 2012.

1. **MANNA HOUSE, INC.** **\$ 58,500.00**

Accounts: 5000-529112-3572-333720-603051
4000-480012-3572-333620-603051

The organization will provide housing and services to 18 day shelter units to homeless individuals and/or families per day in Baltimore City. The funds will be utilized to provide shelter, food, outreach and case management services to help the clientele access services and have a safe alternative from the streets during the day.

MWBOO GRANTED A WAIVER.

2. **THE SALVATION ARMY, A GEORGIA CORPORATION** **\$ 78,636.00**

Account: 4000-480012-3572-333630-603051

The organization will provide 42 emergency shelter beds to homeless women with children of Baltimore City. The funds will be utilized to offset the operating costs of the shelter, which will include but not be limited to meals, shower facilities, referrals to appropriate agencies to meet individual needs, utilities, supplies, and on-site staff to provide a clean and safe environment.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

MOHS - cont'd

3. **WOMENS'S HOUSING COALITION, INC.** **\$ 42,542.00**
(WHC)

Account: 4000-496211-3573-591435-603051

The WHC will provide Single Room Occupancy (SRO) housing and supportive services to 22 homeless and low-income women. Housing will be comprised of SRO suites offering a bedroom, private bath and shared kitchen. Drug testing will be conducted to insure that the residence remains a drug free haven for women in residence. The period of the agreement is August 14, 2011 through August 13, 2012.

MWBOO GRANTED A WAIVER.

4. **WOMENS'S HOUSING COALITION, INC.** **\$ 54,530.00**
(WHC)

Account: 4000-496211-3573-591435-603051

The WHC will operate housing and supportive services to 14 formerly single homeless women at the Calverton Residence located at 119 E. 25th Street. The goal of the program is to assist women to achieve and maintain economic and emotional stability and return to independent living.

MWBOO GRANTED A WAIVER.

5. **WOMENS'S HOUSING COALITION, INC.** **\$ 65,946.00**
(WHC)

Account: 4000-496211-3573-591435-603051

The WHC will operate a Single Room Occupancy (SRO) program and provide permanent housing and supportive services to approximately 29 formerly homeless women who were homeless due to chronic substance abuse and/or chronic mental illness. The WHC will provide support services on-site and in the community. The period of the agreement is October 1, 2011 through September 30, 2012.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

MOHS - cont'd

6. **NEW VISION HOUSE OF HOPE, INC. \$ 72,800.00**
(NVHOH)

Account: 4000-492911-3572-333633-603051

The NVHOH will operate the Convalescent Care Program and provide emergency shelter to 20 homeless women in Baltimore City. Services will include but not be limited to case management services by NVHOH staff, two meals; breakfast and dinner and bedding.

MWBOO GRANTED A WAIVER.

7. **FAMILY AND CHILDREN'S SERVICES OF \$ 71,390.00**
OF MARYLAND, INC. (FCS)

Account: 4000-490912-3573-333668-603051

The FCS will operate a Home Based Services Program and provide comprehensive case management services for families dealing with HIV/AIDS. Services will include, but not be limited to counseling, advocacy, skill development, conflict resolution, navigating the system and financial assistance for emergency housing and utilities.

MWBOO GRANTED A WAIVER.

The agreements are late because of a delay at the administrative level.

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

12/07/2011

Mayor's Office of Human Services/ - Grant Agreements
Homeless Services Program

The Board is requested to approve and authorize execution of the grant agreements with the U.S. Department of Housing and Urban development (HUD) for the following programs:

<u>PROGRAMS</u>	<u>AMOUNT</u>
1. HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PERFORMANCE GRANT AGREEMENT FOR FISCAL YEAR 2011 (HOPWA)	\$8,887,872.00

Account: 4000-490912-3573-333600-404001

As part of the formula allocation from HUD, the Mayor's Office of Human Services is awarded funding for HOPWA. The City is the grantee for the Eligible Metropolitan Statistical Area and shares the allocation with the surrounding jurisdictions using a formula based on the number of total persons living with HIV in each respective jurisdiction. The City receives the bulk of the funding because it is disproportionately impacted by this disease, as compared to other jurisdictions.

2. EMERGENCY SHELTER GRANT (ESG)	\$1,020,126.00
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Account: 4000-492912-3571-333600-404001

As part of the formula allocation from HUD, the Mayor's Office of Human Services is awarded funding for the ESG. Funds for this program are awarded to agencies in Baltimore City through a competitive request for professional services proposal. Funds can be used for emergency shelter operations, supportive services for homeless persons, and homelessness prevention activities. The grant is effective 07/01/2011.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

12/07/2011

Mayor's Office of Human Services/ - cont'd
Homeless Services Program

The grant agreements are late because of the delays in the administrative process. The Continuing Resolution and the late adoption of a Federal budget by Congress negatively impacted the City's ability to submit its Annual Action Plan, which is a requirement in order to receive these funds.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - Employee Expense Reports

ACTION REQUESTED OF B/E:

The Board is requested to approve the following expense reports:

	<u>Employee</u>	<u>Month</u>	<u>Amount</u>
1.	GLORIA JULIUS	October 2010	\$108.00
	Account: 4000-422812-3080-294286-603002		\$107.00
	4000-422812-3080-294286-603003		\$ 1.00
2.	DENISE PAYNE	April 2011	\$148.92
	Account: 4000-422812-3080-294286-603002		

These are mileage expenses. The expense reports are late because they were returned to the employees for correction and not resubmitted in a timely fashion.

3.	SHERRELL JACKSON		\$209.10
		August 2010	\$ 63.75
		October 2010	\$ 77.01
		November 2010	\$ 68.34
	Account: 4000-497311-3041-688202-603002		

These are mileage expenses. The employee submitted the expense reports on-time however, the supervisor failed to file them in a timely fashion.

4.	RODRIQUE SUMPTER	July 2011	\$183.61
	Account: 4000-422312-3030-513200-603002		\$167.61
	4000-422313-3030-513200-603003		\$ 16.00
5.	ANNA KALENSKY	July, 2010	\$ 30.53
	Account: 5000-532812-3044-273300-603002		

Mr. Sumpter's expenses are for mileage and parking and Ms. Kalensky's are for mileage. The expense reports were submitted on time however they were misplaced during the routing process.

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.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - Notice of Grant Award, Cooperative Agreement and a Revised Grant Award

The Board is requested to approve the acceptance of the notice of grant award (NOA), and approve and authorize execution of a cooperative agreement, and a revised grant award from the various grantors.

GRANT AWARD

1. **U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES** **\$325,000.00**

Account: 4000-497812-3070-287500-404001

The grant award is for the Project entitled: Baltimore City Adult District Court Drug Court Expansion and provides funds to support the expansion of substance abuse treatment services in Baltimore City.

The Health Department will sub-contract with Baltimore Substance Abuse Systems, Inc. to manage treatment services. The grant is for the period September 30, 2011 through September 29, 2012.

COOPERATIVE AGREEMENT

2. **U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)** **\$100,000.00**

Account: 4000-480212-3031-579200-404001

The EPA will provide funds to support a new initiative entitled Healthy Environments for City Kids and will help to: 1) build capacity to recognize and address children's environmental health risks; 2) educate community residents about environmental health risks factors, mitigation techniques, and legal remedies; 3) promote and support safe child care settings; and 4) promote healthy school environments. The period of the cooperative agreement is October 1, 2011 through March 31, 2013.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - cont'd

3. THE CENTERS FOR DISEASE CONTROL AND PREVENTION \$0.00

This revised NOA is for the project entitled Reducing Asthma Disparities: The Baltimore City Healthy Homes Initiative.

On August 18, 2010, the Department received the original NoA for \$449,778.00. However, the Department was waiting for approval to carryover funds. Therefore, the NoA was not presented for approval.

On December 8, 2010, the Board approved the revised NoA in the amount of \$661,778.00, \$212,000.00 in carryover funds from Year 02 and \$449,778.00 for Year 03 funding period of September 30, 2010 through September 29, 2011.

The revised NoA approves carryover of \$81,134.00; \$28,337.00 from Year 01 and \$52,797.00 from Year 02 to be used in Year 03 for a total of \$742,912.00; and approves the 9-month no cost extension changing the budget period end dates from September 29, 2011 through June 29, 2012. All other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing by the Grants Management Officer.

The notice of grant award, cooperative agreement, the and revised grant award are late because the Department recently received them from the grantors.

APPROVED FOR FUNDS BY FINANCE

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

(The cooperative agreement and the terms and conditions of the notifications of awards have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - Revised Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the revised notification of grant award (NGA) from the Maryland Department of Aging (MDoA). The period of the grant award is October 1, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

(\$57,993.00)	-	4000-433511-3023-273300-404001
87,647.00	-	4000-432911-3252-514300-404001
6,302.00	-	4000-434311-3254-316200-404001
(232.00)	-	4000-436211-3255-316200-404001
4,106.00	-	4000-436111-3255-316200-404001
560.00	-	4000-433911-3023-273300-404001
\$ 40,390.00		

BACKGROUND/EXPLANATION:

On February 9, 2011, the Board approved the interim FY'11 Title III Grant Award. This revision will increase the total FY 11 Title III Grant Award to 4,825,240.00.

The revised NGA is for full funding of FY'11 Title III allocation and supersedes all previously issued NGA's. This grant is contingent upon the enactment of the FY'11 Federal Appropriation of funds for the Administration of the Older Americans Act. When the final appropriation is enacted, the grant award will be revised. Approval of the revised NGA will allow the Baltimore City Health Department to provide coordinated and accessible services for seniors in Baltimore City.

The NGA is late because it was just received.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

- 1. **NATIONAL ASSOCIATION FOR BLACK VETERANS, BALTIMORE CHAPTER, INC.** \$ 0.00

The period of the agreement is October 1, 2011 through June 30, 2012.

- 2. **FUTURE CARE HEALTH & MANAGEMENT OF CHARLES VILLAGE, INC.** \$ 0.00

The above-listed organizations will serve as Volunteer Stations for the Retired and Senior Volunteer 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 agreements are late because they were just finalized.

- 3. **THE JOHNS HOPKINS UNIVERSITY (JHU)** \$275,000.00

Account: 4000-497312-3041-688202-603051

The JHU Division of Gastroenterology and Hepatology will screen 200 clients referred by the Health Department and provide services to include but not be limited to office visits, hospital services for colonoscopy, without biopsy or with biopsy, physician services for colonoscopy, tattoo of colon, pathology and laboratory fees including processing and reading of colorectal biopsy.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Dept. - cont'd

4. **HARBOR HOSPITAL, INC.** **\$176,172.00**

Account: 4000-497312-3041-688202-603051

The organization will provide colorectal cancer screening services to clients referred by the Health Department. Services will include but not be limited to pre-consult or physical examination, post colonoscopy visit, hospital services for colonoscopy with or without biopsy, and physician services for colonoscopy.

MWBOO GRANTED A WAIVER.

The agreements are late because of the delay in receiving an acceptable scope of services.

5. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 54,600.00**

Account: 4000-436112-3255-312000-607001

The organization will continue the administration of the Comprehensive Telephone-Based Family Caregiver Support program for family caregivers who live in Baltimore City. Services will include personalized education, assessment and counseling services and assistance to family caregivers providing care to seniors age 60 and older. The period of the agreement is October 1, 2011 through September 30, 2012.

The agreement is late because the Health Department was waiting for the provider's signature.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - cont'd

6. **BALTIMORE HEALTH CARE ACCESS, INC. (BHCA)** \$ 8,560.00

Account: 1001-000000-3041-000000-603051

The organization will assist the Health Department's Needle Exchange Program with a needle exchange site called The Block Project. The Health Department will supply space on a stationed mobile unit for the BHCA Outreach Worker to assist clients with applying for health insurance benefits (Primary Adult Care, Medicaid Expansion, and Maryland Children's Health) birth certificates and/or identification for purposes of entering drug treatment and/or applying for health insurance. Clients will be assisted with navigating the system once benefits are received.

The agreement is late because the request was received late in June 2011.

7. **TRULIFE HEALTH SERVICES, LLC.** \$55.00 per case/ per month \$ 33,000.00

Account: 4000-426212-3110-306800-603018

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Maryland Medical Assistance Program. The Health Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Case Monitors who will supervise personal care services to eligible recipients. The Health Department will enter into a case monitoring agreement with Truelife Health Services, LLC.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - cont'd

The Case Monitor will be responsible for establishing a plan of personal care for each eligible recipient assigned to him/her in Montgomery County. They will review and/or revise the plan at least once every 90 days, or more if necessary and supervise the personal care providers. The Case Monitor will make home visits as often as the Department's nurse supervisor determines to be necessary, but not less than every 90 days; maintain a clinical record on each recipient case monitored; and provide other case monitoring services, as required.

The Case Monitor may not exceed a maximum of 75 cases at any time, unless a waiver is received.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - Agreements

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

1. **PACT:: HELPING CHILDREN WITH SPECIAL NEEDS** **\$ 38,145.00**

Account: 5000-587410-5750-672217-603051

PACT will coordinate occupational therapy screenings, evaluation and therapy services with the Baltimore Infants and Toddlers Program staff in compliance with local early intervention systems. The agreement is for the period July 1, 2011 through June 30, 2012.

2. **KENNEDY KRIEGER INSTITUTE (KKI)** **\$ 6,300.00**

Account: 5000-587410-5750-672216-603051

The KKI will coordinate therapy and evaluation services with the Baltimore Infants and Toddlers Program staff in compliance with local early intervention systems. The agreement is for the period July 1, 2011 through June 30, 2012.

3. **KENNEDY KRIEGER INSTITUTE (KKI)** **\$266,937.50**

Account: 4000-428212-3080-294392-600000

Funds are provided to the Maryland Department of Health and Mental Hygiene (DHMH), Medical Assistance Program under Title XIX of the Social Security Act. The Health Department has been designated by DHMH as the lead agency with which health and human services providers must contract to be reimbursed by the DHMH. The KKI will provide health related early intervention/case management services for eligible patients and will be reimbursed according to the DHMH policies.

The KKI will directly bill DHMH for services as follows:

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - cont'd

	<u>No. of</u> <u>Visits</u>	<u>Cost</u> <u>Per Case</u>	<u>Total</u>
Initial Case Management	109	\$250.00	\$ 27,250.00
Individualized Family Service Plan	187	\$137.50	\$ 25,712.50
On-going Case Management	2,853	\$ 75.00	\$213,975.00
 4. CHEMICAL PEOPLE TASK FORCE OF CHERRY HILL, INC.			 \$ 77,018.00

Account: 4000-423012-3100-297100-603051

The organization will provide comprehensive school-based health services for the prevention, identification, diagnosis, evaluation and treatment of children who are at risk of health, behavioral and adjustment problems. These services will be provided at the Arnett J. Brown School No. 108, Southside Academy.

5. RICHARD W. MATENS	\$87.50/per hr. for 192 hrs.	\$ 16,800.00
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Mr. Matens, a consultant, assisted the Acting Ryan White Program Director with coordinating and developing the FY 2012 Part A Ryan White application submission in accordance with the grantor's guidelines. The federal grant brings approximately \$23,000,000.00 into Baltimore City for the provision of medical and supportive services to uninsured and underinsured persons infected with HIV/AIDS in Baltimore City and six surrounding counties. The agreement was for the period September 6, 2011 through November 1, 2011.

This agreement is being presented at this time because the Ryan White Program Director recently left, and the BCHD needed assistance with the FY 2012 Part A grant application.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Health Department - cont'd

6. ANNETTE SAUNDERS	\$21.00/per hr.	\$21,840.00
	40 hrs. for	
	26 weeks	

Ms. Saunders, a consultant, will serve as a Grand Parents as Parent Program (GAP) Liaison. She will visit communities and neighborhoods and develop relationships with community organizations and residents through frequent visits or telephone calls to foster, support, and encourage participation in the GAP program. The period of the agreement is November 1, 2011 through April 30, 2012.

The agreements are late because of the delays in receipt of contracts from the providers, delays in the submission of suitable scopes of work and delays in the administrative review process, prior to Board submission.

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Housing and - Agreements
Community Development

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

1. GREATER HOMEWOOD COMMUNITY CORPORATION \$ 40,923.00

Account: 2089-208912-5930-427634-603051

The organization will provide intensive literacy instruction to approximately 550 adults in basic reading, writing, and math skills. Under the terms of this agreement, the funds will be used to subsidize the Greater Homewood's Adult Literacy and English for Speakers of Other languages Program. The period of the agreement is July 1, 2011 through June 30, 2012.

2. GARWYN OAKS/NORTHWEST HOUSING RESOURCE \$ 60,492.00
CENTER, INC.

Accounts: 2089-208911-5930-437781-603051	\$ 3,014.00
2089-208911-5930-437783-603051	\$ 3,014.00
2089-208912-5930-437781-603051	\$ 13,038.00
2089-208912-5930-437783-603051	\$ 9,426.00
2089-208912-5930-437791-603051	\$ 32,000.00

The organization will operate a housing resource center to provide housing counseling and carry out activities to attract and retain homeowners in the Garwyn Oaks area by promoting the community as a viable place to live. Under the terms of this agreement, the funds will be used to subsidize the organization's operating costs. The period of the agreement is August 1, 2011 through July 31, 2012.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

3. **EMPIRE HOMES OF MARYLAND, INC.** **\$ 76,950.00**

Account: 2089-208912-5930-430561-603051

Under the terms of this agreement, the funds will be used to support activity delivery costs associated with acquiring, rehabilitating, and leasing properties as low and moderate-income rental housing, particularly for non-elderly disabled persons. The period of the agreement is July 1, 2011 through June 30, 2012.

FOR FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$12,000.00, AS FOLLOWS:

MBE: \$1,800.00

WBE: \$1,200.00

On June 22, 2011, 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 2011 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 Entitlement (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, 2011 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

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

12/07/2011

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 3025 Stafford Street, for the transferee, Jeremy Yoder.

AMOUNT OF MONEY AND SOURCE:

\$30,183.68, plus all accrued interest and/or penalties

BACKGROUND/EXPLANATION:

Pursuant to the Annotated Code of Maryland, Tax Property 14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the lien release law:

- the property is a vacant house,
- the liens exceed the assessed value of the property, and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

The transferee will maintain the lot as a side yard for the adjacent business located at 3041 Stafford Street. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

Prior to settlement, transferee will pay the flat tax and water of the property in the amount of \$6,001.52. This amount exceeds the assessed value of the property, which totals \$4,570.00. The amount paid will be applied to satisfy the water bill, real estate taxes; flat tax first, and other liens that have accrued prior to the date of this lien release.

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the transferee to pay prior to settlement. Failure to record the deed and pay the flat tax and water charges in the amount of \$6,001.52, within 120 days from the date of approval by the Board, will void this release.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Housing and - HOME Loans
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of two HOME loans to the People's Homesteading Group, Inc. (PHG). The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>SOURCES</u>		<u>USES</u>	
HOME Funds	\$ 63,300.00	Rehabilitation Costs	\$122,940.00
CDBG-R	65,000.00	Construction Con- tingency	10,400.00
CDA Community Legacy	40,000.00	Interest & Carrying Costs	26,365.00
PHG Funds	17,605.00	Professional Fees and Costs	13,775.00
HOME SEG	4,000.00	Settlement Costs	<u>28,425.00</u>
DSELP & V2V-State of MD	10,000.00		
Buyer Down Payment	<u>2,000.00</u>		
TOTAL	\$201,905.00	TOTAL	\$201,905.00

Accounts: 9910-905095-9610 (HOME)
4000-385710-5750-644600-603051 (CDBG-R)

BACKGROUND/EXPLANATION:

The proceeds of the loans will be used to assist with the hard construction costs for the rehabilitation of 429 E. 22nd Street. The two loans are as follows: the first in an amount not to exceed \$65,000.00 from the CDBG-R program (CDBG-R Loan) and the second in an amount not to exceed \$63,300.00 from the HOME Investment Partnerships Program Loan (HOME Loan).

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

Since 2005, the PGH has been working to revitalize the 400 block of E. 22nd Street by renovating vacant homes in the area and selling them to first-time homebuyers.

The first phase of the project (Anchors of Hope III) involved the renovation and sale of eight homeownership units. Six of the units (406, 408, 410, 414, 418, and 422 E. 22nd Street) were supported in part by a loan of HOME Investment Partnerships Program funds in the aggregate principal amount of \$560,000.00 and sold to first-time homebuyers with incomes at or below 80% of the Average Median Income (AMI). The remaining two units (417 and 443 E. 22nd Street) will be renovated using private financing and sold to market rate buyers.

In addition to these eight units, the PHG renovated and sold the unit at 431 E. 22nd Street. The renovation of this unit was financed in part by a loan from the CDBG-R program in the principal amount of \$50,000.00, and this unit was sold to a first-time homebuyer with an income at or below 80% AMI.

The PHG is continuing to revitalize the 400 block of E. 22nd Street by renovating and selling the unit at 429 E. 22nd Street (Property). To date, the PHG has expended \$22,000.00 to acquire the Property from the City, \$124,700.00 for stabilization and an additional \$35,000.00 for renovation activities. The PHG's initial plan for the unit in 2007 was to complete the rehabilitation and sell the unit to a market rate buyer. However, given the current market conditions, the PHG has realized that this will be impossible. The unit is a three-story, four bedroom, 2.5 baths townhome containing approximately 2,300 square feet and an unfinished basement. However, because the unit is historic in nature, the PHG is required to comply with all architectural and historic standards.

As such, the PHG has requested the loans. Once rehabilitation is finished, the PHG will sell the Property to a first-time homebuyer with an income at or below 80% AMI.

Based on the Department's underwriting, it has been determined that the purchase price to the homebuyer will not exceed \$165,000.00 and the maximum first mortgage should not exceed \$163,000.00. To qualify, the end buyer must have an annual

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

income that does not exceed \$44,000.00. If the purchase price were to be lower than \$165,000.00, the City would be required to further increase its subsidy. To ensure affordability and other programmatic requirements, the buyer will execute regulatory instruments for both the CDBG-R and HOME funds. A CDBG-R Regulatory Agreement with a Period of Affordability will ensure the CDBG-R requirements for seven years. A HOME Regulatory Agreement with a Period of Affordability not to exceed ten years will ensure the HOME requirements.

Due to the historic nature of the rehabilitation, and the statutory deadline for the commitment and disbursement of the CDBG-R funds, it is necessary for the Department to further subsidize the rehabilitation of the unit with HOME funds. Actions such as this are necessary to compensate for the housing market that is depressed and strict new requirements from mortgage lenders. Sales prices have decreased from an originally anticipated \$180,000.00 to a current expected sales price of \$165,000.00.

Participating Parties:

- A. **Developer:** People's Homesteading Group, Inc. will be the developer of record.
- B. **General Contractor:** New City Construction Company LLC will be the General Contractor and will be required to post a 100% Payment and Performance Bond.
- C. **Architect:** J. Stryker Sessions AIA will be the architect of record for the project.
- D. **Participating Lenders:** Capital Bank NA of Rockville, Maryland will be the first construction lender. The PHG loan is for \$425,000.00, with a maturity date of January 9, 2012, and an interest rate of 6.0%. The outstanding balance owed on the loan is \$192,532.77. Monthly interest only payments are approximately \$1,060.00.

The Department will provide the HOME loan and the CDBG-R loan as described above. Both the HOME and CDBG-R funds will have an interest rate of zero percent (0%) per annum on sums advanced and a maturity date of six (6) months from the date of Board approval.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

In order to help buy down the cost of the unit, the Department will apply \$33,000.00 of the HOME Loan as a development subsidy. The remaining \$30,000.00 of HOME funds will be assumed by the buyer (Buyer's HOME loan) and will be evidenced by a promissory note and structured as an unsecured loan with a term not to exceed ten years commencing from the date of purchase (Period of Affordability) with an interest rate of 0% percent per annum. The buyer will execute and record a HOME Regulatory Agreement (Buyer's HOME Regulatory Agreement) continuing certain affordability and other restrictions required by the HOME Program. Under the terms of the Buyer's HOME Regulatory Agreement, if the buyer complies with all of the terms and covenants of the Buyer's HOME Loan through the Period of Affordability, the loan will be forgiven in its entirety. In the event of a conveyance or a refinance occurs during the Period of Affordability, the buyer will be required to repay the Department all or a portion of the Buyer's HOME Loan from net proceeds of sales depending on the length of time the buyer has lived in the unit.

Furthermore, upon sale of the unit, the buyer will assume \$10,000.00 of the \$65,000.00 CDBG-R loan (the Buyer's CDBG-R loan), such assumed amount to be evidenced by a promissory note and structured as an unsecured loan with a term not to exceed seven years commencing from the date of purchase (Period of Affordability) with an interest rate of 0% percent per annum. The buyer will also execute and record a Regulatory Agreement (Buyer's CDBG-R Regulatory Agreement) containing certain affordability and other restrictions required by the CDBG-R Program.

Under the terms of the Buyer's CDBG-R Regulatory Agreement, if the buyer complies with all of the terms and covenants of the Buyer's CDBG-R Loan through the Period of Affordability, the Buyer's CDBG-R Loan is forgiven. In the event of a conveyance or a refinance occurs during the Period of Affordability, the buyer will be required to repay the Department all or a portion of the Buyer's CDBG-R Loan from net proceeds of sales depending on the length of time the buyer has lived in the unit.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

MBE/WBE PARTICIPATION :

Article 5, Subtitle 28 of the Baltimore City Code for Minority and Women's Business Opportunity is fully applicable and no request for waiver or exception has been made.

The Department of Finance has reviewed the loans and recommends approval by the Board.

APPROVED FOR FUNDS BY FINANCE

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$ 63,300.00	9910-926010-9609	9910-905095-9610
	Federal HOME	Reserve A/C	People's
	FY 2010		Homesteading
			Group

This transfer will provide HOME funds to the People's Homesteading Group for the construction and rehabilitation of 429 E. 22nd Street.

(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

12/07/2011

Department of Housing and - Local Government Resolutions
Community Development

The Board is requested to approve and authorize execution of the various local government resolutions.

The below listed organizations are applying to the State of Maryland's Community Legacy Program (CLP) and the State of Maryland's Neighborhood BusinessWorks Program (NBWP). A local government resolution of support is required by the State for all applications to the programs for funding.

1. **HISTORIC EAST BALITMORE COMMUNITY** **\$400,000.00**
ACTION COALITION, INC. (HEBCAC) **(CLP)**

HEBCAC, located at 1212 N. Wolfe Street, Baltimore, MD 21213, proposes three projects in the East Baltimore area of Fayette Street, Broadway, North Avenue and Edison Highway.

- a. East Baltimore Farm and Food Center, located at 1801 E. Oliver Street, Baltimore, MD 21213 is requesting \$50,000.00 (total cost of project is \$12,621,253.00). The project is a collaborative effort between HEBCAC, EBDI, TRF and Cross Street Partners, and will be located on a one block site bounded roughly by E. Oliver and Llewelyn Streets to the north and Rutland Avenue to the west, N. Wolfe Street to the east and the Amtrak right-of-way to the south. The redevelopment of this site offers a tremendous opportunity to establish a neighborhood anchor that will serve as a catalyst for future investment, development and job creation. The proposed project will be known as the Baltimore Food Collaborative, which is designed to be a campus and will house a synergistic group of food related businesses, services and programs focused on rebuilding Baltimore's local food economy.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

- b. Mary Harvin Transformation Center, located at 1608 N. Chester Street, Baltimore, MD 21213 is requesting \$250,000.00, (total cost of project is \$15,568,566.00). The Mary Harvin Transformation Center Community Development Corporation has embarked on a multi-generational approach of revitalizing the Broadway East community with the mission of Realizing Partnerships, Restoring People and Rebuilding Properties. The project will provide affordable housing, health and human services and quality childhood education and development.

- c. New Market New Foods, Northeast Market, located at 2101 E. Monument Street, Baltimore, MD 21205 is requesting \$100,000.00 (total project cost is \$1,285,000.00). The project is a collaborative effort between HEBCAC, the Mayor's Office of Economic Development, the Office of Sustainability, Baltimore Public Markets Corporation, Johns Hopkins University, EBDI, MICA, and many other community stakeholders. Renovations will be made to the Northeast Market which will include providing a new façade and entrance and improving the side and rear entrances, replacing and improving lighting, creating/improving new seating, and reconfiguring/improving market stalls.

HEBCAC is a nonprofit community development organization founded in 1994 by Johns Hopkins University, City and State officials and area residents. Its mission is to work with residents and other stakeholders to improve neighborhoods in the 220-block area bounded by Edison Highway, Aisquith Street, North Avenue and Fayette Street.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

2. VERDE CORPORATION

**\$430,722.00
(NBWP)**

The Verde Corporation is requesting funding for the Verde Corporation Project, located at 641 South Montford Street, Baltimore, MD 21224 two blocks south of Eastern Avenue and Patterson Park and two blocks north of Boston Street and the American Can Company. The funds will be used to purchase and renovate the property into an authentic Neapolitan styled pizza parlor. The location is currently an existing restaurant, Birches, which was built in 1915 and is a 2,800 sq. ft., two-story end-unit structure.

The property will be renovated to create the certified kitchen and the Italian appeal, which will include improvements to allow the proper work flow with the certified wood-fired oven, work surfaces, mixers, and refrigeration, removal and installation of a new 1st floor ceiling, upgrade the first floor bathroom and the installation of a bathroom on the second floor.

The business will operate under the name Verde Corporation. The business owners are Marianne Kresevich-Bosco and Edward K. Bosco. Mrs. Kresevick-Bosco worked around the country implementing financial software programs for Fortune 500 companies and Mr. Bosco was involved in physical commodity trading and real estate development.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Housing and - Memorandum of Understanding
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Department of Recreation and Parks. The period of the MOU is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$257,324.00 - 2089-208912-5930-434430-603051

BACKGROUND/EXPLANATION:

Pursuant to guidance from the Department of Housing and Urban Development, a Memorandum of Understanding (MOU) will henceforth be executed for the utilization of Community Development Block Grant funds to support other City Agencies.

The Department of Recreation and Parks is authorized to provide recreational, educational, cultural, after-school and summer camp programs for 1,225 unduplicated, low and moderate - income youth at five City recreation centers located in low and moderate - income areas of the City. The Department of Recreation and Parks will provide services in accordance with CDBG Entitlement Grant Regulations.

On June 22, 2011, 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 2011 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 Entitlement (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, 2011 and beyond. Consequently, this MOU was delayed due to final negotiations and processing.

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

12/07/2011

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 Southern Baptist Church, Inc., developer, for the sale of the properties located at 1603, 1605, and 1607 N. Castle Street, 1604 N. Chester Street, and 2032, 2034, 2036, 2038, 2040, 2042, 2044, 2046, 2048, and 2050 - 2052 E. Federal Street.

AMOUNT OF MONEY AND SOURCE:

\$ 584.64	- 1603 N. Castle Street
584.64	- 1605 N. Castle Street
584.64	- 1607 N. Castle Street
604.80	- 1604 N. Chester Street
13,333.33	- 2032 E. Federal Street
456.96	- 2034 E. Federal Street
456.96	- 2036 E. Federal Street
456.96	- 2038 E. Federal Street
456.96	- 2040 E. Federal Street
456.96	- 2042 E. Federal Street
456.96	- 2044 E. Federal Street
456.96	- 2046 E. Federal Street
456.96	- 2048 E. Federal Street
913.92	- 2050-52 E. Federal Street
\$20,261.65	- Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$2,026.00 is required within 10 days of the execution of this agreement.

The City will convey all its rights, title, and interest in the above listed properties to Southern Baptist Church, Inc. The properties will be developed into senior citizen housing and Community multi-purpose space to be known as the Mary Harvin Transformation Center.

The project will consist of the redevelopment of the properties into a senior citizen housing and a community multipurpose space to be known as the Mary Harvin Transformation Center.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

The provisions of Article II, Section 15 of the Charter of Baltimore City (2010 Edition); Article 13 of the Baltimore City Code (2010 Edition) which established the Department of Housing and Community Development; and Ordinance No. 156, the Broadway East Urban Renewal Plan, originally approved by the Mayor and City Council of Baltimore on July 6, 1988; authorize the City to sell the properties.

The project will be financed by a combination of public and private sources. The Southern Baptist Church, Inc. will redevelop the Property along with 13 properties that are already owned by or will be acquired by the Southern Baptist Church, Inc. The redevelopment will produce a 56 unit senior citizen apartment building and community center. The building will include a community multipurpose space, recreation and exercise rooms, offices, conference rooms, storage space, and 20 parking spaces. Once transferred and redeveloped, 14 vacant, City-owned properties will be active on the tax rolls of the City and thereby resolving tax abandonment.

In accordance with the City's appraisal policy, as approved on May 27, 2009, an appraisal is not required for this disposition, as 13 of the properties are unimproved with an assessed value of \$2,500.00 or less and the determination of market value for all of the properties is uncomplicated and less than \$20,000.00. In lieu of an appraisal, the waiver valuation process was used according to the appraisal policy. There are 13 vacant lots which were valued at either \$584.64, \$604.80, \$456.96, or \$913.92. The vacant building was valued at \$13,333.33.

MBE/WBE PARTICIPATION:

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they will be sold at market value.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

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 Jonathon Drew Bennett and Katie Rae Bennett, developer, for the sale of the property located at 2126 Jefferson Street (Block 1652, Lot 013).

AMOUNT OF MONEY AND SOURCE:

\$7,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$700.00 was paid by the developer.

The developer will be using private funds, Vacants to Value, and Live Baltimore Awards for the acquisition and rehabilitation of the property. Documentation of the developer's capacity has been provided.

The project will consist of the rehabilitation for the owner's family occupancy.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Housing and - HOME Investment
Community Development Partnership Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a HOME Investment Partnerships Program loan in the amount of \$650,000.00 (HOME Loan) to Greens at Irvington Mews Limited Partnership (Borrower).

The Board is also requested to approve and authorize the Commissioner of the Department of Housing and Community Development to execution any and all legal documents to effectuate this transaction subject to approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>Source of Funds</u>		<u>Uses of Funds</u>	
Private Loan	\$ 600,000.00	Constr. Costs	\$10,817,980.00
Capital One Bank			
Baltimore City		Fees Related to	1,182,040.00
HOME Funds	650,000.00	Construction	
Federal HOME	750,000.00	Financing Fees &	877,918.00
Loan Bank		Charges	
NSP3 Funds	661,000.00	Acquisition Costs	736,000.00
Developer Equity	50,000.00	Syndication Related	85,500.00
		Costs	
Deferred	239,462.00	Reserves	478,000.00
Developer Fee			
Tax Credit	<u>13,020,000.00</u>	Developer Fee	<u>1,793,024.00</u>
Syndicated			
Equity			
	\$15,970,462.00		\$15,970,462.00

Account: 9910-918080-9610

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

BACKGROUND/EXPLANATION:

The Borrower, Greens at Irvington Mews Limited Partnership, a wholly owned subsidiary of the Enterprise Housing Corporation, has proposed to construct and operate a senior rental housing development comprised of 100 apartment units. Upon completion of the construction, there will be 82 one-bedroom units and 18 two-bedroom units. All of the units will be rented to persons whose incomes are at or below 50% of the Area Median Income (AMI), adjusted for family size. The Housing Authority of Baltimore City (HABC) intends to support the Project by providing Project-Based Section 8 subsidies for 20 units. The building will offer a number of on-site amenities including a community center, exercise room, arts and crafts room, TV lounge, and laundry. The project will be built in conformance with LEED Silver standards, creating a healthier and more energy efficient environment for the residents.

As a condition for receiving the HOME Loan, the Borrower agrees to provide not less than 15% of the one bedroom units (i.e. 15 units) targeted and restricted to non-elderly disabled residents (NEDs) earning 30% or less of the AMI. The Borrower has further agreed to provide an additional five units which will be restricted to NEDs earning 40% or less of the AMI. The NEDs units will be restricted for at least 15 years in accordance with and meeting the requirement of the Bailey Consent Decree. The term "Non Elderly Persons with Disabilities" means a household that meets the following criteria: 1) whose sole member, head of household, or head of household's spouse has a disability and is under age of 62; 2) which is eligible for a one-bedroom public housing unit or for a two-bedroom public housing unit because a second bedroom is needed for disability-related reasons; and 3) which is on the HABC waiting list for public or Section 8 subsidized housing.

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BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

Lipman, Frizzell & Mitchell, LLC prepared an appraisal for the permanent lender dated September 26, 2011. The estimated market value of the subject property as if completed and stabilized at restricted rents with consideration to the tax credits is \$12,880,000.00. The appraised value is below the total development cost of the Project which is common for transactions involving Low Income Housing Tax Credits (LIHTC), subsidized rents and preferred governmental financing. The LIHTCs provides equity and are not considered as long-term debt to the property. The rents are considered "restricted" because they are supported with financing that requires long-term income and rent restrictions. As a result, the rent levels are set below the market rate thereby decreasing the property's appraised value. Gap financing, such as the HOME Loan and other governmental sources are in place in order to allow for continuing affordability. The appraised value meets the underwriting standards for the must-pay permanent superior lender. The Department is comfortable with recommending the HOME Loan as described under these circumstances.

Participating Parties:

- a. Developer - The developer of record is Enterprise Housing Corporation
- b. General Contractor - Harkins Builders, Inc. will act as the general contractor and post a payment and performance bond. Hord Coplan Macht will provide architectural services.
- c. Participating Lenders:

Capital One, N.A., or its affiliate (Capital One), will provide a construction loan in first-lien position in an approximate amount of \$9,124,000.00 (the Capital One Construction Loan). The Capital One Construction Loan will have a term of 25 months and interest will accrue at a variable rate, which will be determined monthly using a spread over one-month LIBOR. The Capital One Construction Loan will be repaid from installments of tax credit equity.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

Following repayment of the Capital One Construction Loan, Capital One will provide a permanent loan in the amount of \$600,000.00 (the Capital One Permanent Loan). The Capital One Permanent Loan will be in first-lien position, accrue interest at a rate of approximately 6.5% and will have a term of 15 years with principal amortizing over 30 years.

The HOME Loan will be in second-lien position and will be in an aggregate principal amount not to exceed \$650,000.00. During the construction loan period, which will not exceed 15 months from the date of closing, no interest will be charged on the outstanding principal balance of the loan. The permanent loan period of the Home Loan will be 40 years commencing at construction completion, and during such period, interest will accrue at the lower of the Applicable Federal Rate or 4% simple interest. Payments of principal and interest will be made only from a portion of available cash flow following payment of all Project expenses including superior loan debt payments. The HOME loan will be non-recourse debt.

Enterprise Housing Corporation will provide a deferred loan in third-lien position in an amount not to exceed \$750,000.00 (the AHP Loan) with proceeds from the Federal Home Loan Bank of Atlanta's Affordable Housing Program. During the construction loan period of the AHP Loan, no interest will be charged on the outstanding principal balance of the AHP Loan. The permanent loan period of the AHP loan will be 40 years commencing at construction completion and during such period, interest on the AHP loan will accrue at 0.25% simple interest per annum.

Enterprise Housing Corporation will provide a deferred loan in fourth-lien position in an amount not to exceed \$661,000.00 (the NSP3 Loan) from the U.S. Department of Housing and Community Development (HUD) Neighborhood Stabilization Program (NSP3) funds made available through the State of Maryland Neighborhood Conservation Initiative

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

Grant. During the construction loan period of the NPSP3 loan, no interest will be charged on the outstanding principal balance of the NSP3 loan. The permanent loan period of the NSP3 loan will be for 40 years commencing at the end of construction completion and during this period, interest will accrue on the NSP3 at 0.25% simple interest per annum.

APPROVED FOR FUNDS BY FINANCE

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for a waiver or exception has been made.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$650,000.00	9910-926010-9609	9910-918080-9610
Federal	HOME FY 2010	Irvington Mews
HOME FY'10	Reserve A/C	Senior Apartments

This transfer will provide HOME funds to The Greens at Irvington Mews Limited Partnership for the construction of 100 residential units.

(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

12/07/2011

Department of Housing and - HOME Investment
Community Development Partnership Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a HOME Investment Partnerships Program loan in the amount of \$350,000.00 (HOME Loan) to Empire Homes of Maryland, Inc. (Borrower).

The Board is also requested to approve and authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>Source of Funds</u>		<u>Uses of Funds</u>	
HOME Funds	\$ 350,000.00	Acquisition	\$ 470,000.00
Community Capital of Maryland	450,000.00	Construction	434,300.00
MAHT Grant	150,000.00	Professional Fees	207,300.00
Developer Equity	162,840.00	Construction	65,100.00
		Financing Fees	
Deferred Fee	<u>100,000.00</u>	Permanent Financing Fees	24,540.00
		Soft Costs	<u>11,600.00</u>
	\$1,212,840.00		\$1,212,840.00

Account: 9910-902085-9610

BACKGROUND/EXPLANATION:

Since 1987, AIRS has provided comprehensive supportive housing services to enhance the quality of life and emphasizing self-sufficiency for low-income and homeless individuals and families living with or at risk of HIV/AIDS or other disabilities. In 2006, AIRS merged with Empire Homes of Maryland, Inc., (Empire), a wholly owned non-profit subsidiary of AIRS, formed as a

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

community housing development organization (CHDO) whose mission is to develop, manage, and maintain affordable residential properties for low-income individuals and families with disabilities. Empire is a subsidiary of AIRS, which is the parent organization that provides permanent supportive housing services.

In December 2008, Empire acquired the property located at 1512 Mt. Royal Avenue (the Property) and has proposed renovating the property into six units: 5 one-bedroom apartments for individuals in their housing program who are disabled, are not old enough to be classified as elderly and need supportive services and one efficiency unit that will be used to house a service coordinator (collectively, the Project). The project will consist of both rehabilitation and new construction.

Empire has agreed that the units will be targeted and restricted to non-elderly disabled residents (NEDs) earning 30% or less of the Area Median Income (AMI). The City and the Housing Authority of Baltimore City (HABC) will require the units to be restricted for exclusive use for at least 15 years in accordance with and meeting the requirements of the Bailey Consent Decree. The term "non-elderly disabled" refers to a family whose 1) sole member, head of household, or head of household's spouse is a person with a disability who is under age 62, 2) which is eligible for a one-bedroom public housing unit or for a two-bedroom public housing unit because a second bedroom is needed for disability-related reasons, and 3) who is on the HABC waiting list for public or Section 8 subsidized housing.

If Empire is unable to obtain the Housing Choice Vouchers (HCV) upon completion of the Project, they have agreed to use their Shelter Plus Care Vouchers to serve NEDs clients under the terms of the program for the full 15-year period, subject to continued funding availability for this federal program, or until they receive the HCVs.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

1512 Mt. Royal Avenue is located in the historic Bolton Hill section of the City. Due to the historic nature of the rehabilitation, the Project will require an extensive historic and environmentally sensitive renovation to include the addition of an handicapped accessible unit, new construction of a three story addition, and the addition all new plumbing services. Not only does the project afford Empire Homes of Maryland an opportunity to provide housing to an extremely vulnerable population, but the project will also meet the priorities that have been established in the City's Consolidated Plan and the Bailey Consent Decree.

Participating Parties:

- a. Developer - Empire Homes of Maryland, Inc. will be the developer of record.
- b. General Contractor - Alpha Building & Contracting, LLC will be the General Contractor and will be required to post a 100% Payment and Performance Bond.
- c. Architect - Studio AB, will be the architect of record for the project.
- d. Participating Lenders - Community Capital of Maryland has provided an acquisition loan for \$450,000.00. The term and interest rate of the acquisition loan is 5.5% with a maturity date of 2016. The acquisition loan will be converted to a permanent loan upon project completion with an interest rate of 6.5%, a five year term, amortized on a 30-year schedule.

The Department will provide HOME funds in an amount not to exceed \$350,000.00. During the construction loan period, which will be that 12-month period from loan closing, interest will accrue at a rate of zero percent per annum on

AGENDA

BOARD OF ESTIMATES

12/07/2011

DHCD - cont'd

sums advanced. During the permanent loan period, the interest rate charged will be two percent on sums advanced payable from available cash flow. The permanent loan period will be 20 years commencing at the end of the construction period. The entire outstanding principal amount and any accrued interest will be payable upon the completion of the permanent loan period.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for a waiver or exception has been made.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$350,000.00	9910-926010-9609	9910-918080-9610
Federal	HOME FY 2010	Empire Homes of
HOME FY'10	Reserve A/C	Maryland

This transfer will provide HOME funds to Empire Homes of Maryland, Inc. for the construction and rehabilitation of 1512 Mt. Royal Avenue.

(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

12/07/2011

Department of Housing and - Extension of Land Disposition
Community Development Agreement and Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an extension of the land disposition agreement (LDA) and lease with Stadium Place, Inc. This extension waives the original deadline for the settlement of the parcels and extends the term of the lease through November 20, 2021.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 29, 2002, the Board approved the LDA with Stadium Place, Inc. for the redevelopment of Stadium Place located at 1000 E. 33rd Street. This extension waives the original deadline for the settlement of the parcels on November 20, 2012 and extends the term of the LDA and lease through November 20, 2021.

MBE/WBE PARTICIPATION:

The developer signed the Commitment to Comply with Article 5, Subtitle 28 of the Baltimore Code, with the original land disposition agreement.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Century Engineering, Inc. for Project No. 1162. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit

BACKGROUND/EXPLANATION:

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commission, as well as the Architectural and Engineering Awards Commission and now desires to utilize the services of the consultant. The cost of services rendered will be on actual payroll rates not including overhead and burden times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The consultant will assist with the Transportation Engineering and Construction Division in engineering design services to include but are not limited to, on-site project support, GIS support and tasks for various capital improvement Projects.

The consultant has been approved by the Architectural and Engineering Awards Commission.

AGENDA

BOARD OF ESTIMATES

12/07/2011

DOT - cont'd

MBE/WBE PARTICIPATION:

MBE: AB Consultants, Inc.	\$ 90,000.00	9.00%
J.K. Datta Consultants, Inc.	90,000.00	9.00%
Prime Engineering, Inc.	90,000.00	9.00%
Total	\$270,000.00	27.00%
WBE: Floura Teeter Landscape Architects, Inc.	\$ 70,000.00	7.00%
Chesapeake Environmental Management, Inc.	20,000.00	2.00%
Total	\$ 90,000.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation (DOT) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Sabra, Wang and Associates, Inc., for Project No. 1162, On-Call Construction Management Services, Reconstruction and Resurfacing Projects. The agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit - to be determined with each individual

BACKGROUND/EXPLANATION:

The DOT has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission and now desires to utilize the services of Sabra, Wang and Associates, Inc.

The costs of services rendered will be on actual payroll rates not including overhead and burden times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

The consultant will assist the Transportation Engineering & Construction Division in engineering design services to include, but will not be limited to on-site project support, GIS support and tasks for various Capital Improvement Projects.

MBE/WBE PARTICIPATION:

MBE: EBA Engineering, Inc.	\$ 80,000.00	8.00%
AB Consultants, Inc.	80,000.00	8.00%
JK Datta Consultants, Inc.	70,000.00	7.00%
MIN Engineering, Inc.	40,000.00	4.00%
	<u>\$270,000.00</u>	<u>27.00%</u>

AGENDA

BOARD OF ESTIMATES

12/07/2011

DOT - cont'd

WBE: Carroll Engineering, Inc. \$ 90,000.00 9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the American Concrete Institute Maryland Chapter for a federally mandated training course on December 14, and December 21, 2011.

AMOUNT OF MONEY AND SOURCE:

\$8,875.00 - 3001-000000-5011-382900-603020

BACKGROUND/EXPLANATION:

The Transportation Engineering and Construction Division will send 25 employees to a certification training course required for the Public Works Inspectors and Construction Project Supervisors in the Department of Transportation, Transportation Engineering & Construction Division. The course is \$355.00 per attendee.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation - Traffic Impact Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic impact study (TIS) agreement with The New Pulaski Company Limited Liability Limited Partnership. The period of the agreement is effective for 60 business days after the initial payment is made, unless the parties agree in writing that additional time is needed.

AMOUNT OF MONEY AND SOURCE:

\$55,359.03 - Anticipated costs

BACKGROUND/EXPLANATION:

The anticipated costs of this TIS will be covered under Project No. 1059, On-Call Traffic Engineering Studies, Task No. 9, with Van Hangen Brustlin, Inc. The developer has agreed to pay for the total cost of the TIS.

Baltimore City Ordinance 06-345, approved on November 11, 2006, requires a TIS before permits may be approved for projects, as determined by the Director of the Department of Transportation.

Under the terms of this agreement, a TIS is necessary to perform a traffic impact analysis for 6709 Pulaski Highway PUD. The applicant has applied or intends to apply for a building permit in Baltimore City to perform the scope of work for 160,000 square feet of retail space, or 198,000 square feet of warehouse space, or 74,000 square feet of retail and 56,800 square feet of warehouse.

The TIS assesses three development scenarios in order to accommodate the final land-use mix of the PUD and its relative traffic impacts.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 005 to STV, Inc. under Project No. 1113, On-Call Services for Federal Aid Resurfacing and Reconstruction.

AMOUNT OF MONEY AND SOURCE:

\$655,374.54 - 9950-902323-9527-900010-703032

BACKGROUND/EXPLANATION:

This authorization provides for design engineering services for the roundabout at the intersection of Key Highway and Light Street. The work includes design and preparation of contract documents for the construction of the roundabout and related intersection improvements. Additional services also include field surveys and base map preparation, roadway design, pavement design, signing and pavement marking design, erosion and sediment control design, landscaping design, roadway and street lighting design and utility design.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of Federal Regulations Parts 26 and the DBE goals established in the original agreement.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 517,498.40	9950-903184-9528	
Federal	Constr. Reserve	
	Waterfront Promenade	
69,231.20	9950-902106-9528	
Federal	Constr. Reserve	
	Canton Industrial	
	Park	
144,182.40	9950-903323-9528	
<u>MVR</u>	Constr. Reserve	
	Key Highway Inner	
	Harbor	
\$ 730,912.00	-----	9950-902323-9527-3
		Design & Study - Key
		Highway at Light Street
		Roundabout

This transfer will fund costs associated with design engineering services for the Roundabout at the intersection of Key Highway and Light Street by STV, Inc.

(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

12/07/2011

Department of Transportation - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 006 to STV, Inc. under Project No. 1113, On-Call Services for Federal Aid Resurfacing and Reconstruction

AMOUNT OF MONEY AND SOURCE:

\$474,183.17 - 9950-906645-9527-900010-703032

BACKGROUND/EXPLANATION:

This authorization provides for design engineering services for the construction of a permanent Greyhound Terminal at 2110 Haines Street. The new terminal building will be built in four phases with the fourth phase being the food service bay along with the fuel tank dumpster. This project will be developed under four phases and documents will be prepared for each phase.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of Federal Regulations Parts 26 and the DBE goals established in the original agreement.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$521,789.40	9950-905645-9528	9950-906645-9527-3
Federal	Constr. Reserve	Design & Study
	Intercity/inter-	Greyhound Terminal
	modal Terminal	

This transfer will fund costs associated with design engineering services for the construction of a Greyhound Terminal at 2110 Haines by STV, Inc.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
85 - 89
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.
In connection with the Transfers of Funds,
reports have been requested
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

AGENDA

BOARD OF ESTIMATES

12/07/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases

1.	B50002105, Combined Services for Weather-ization Assistance and Lead Abatement at Low Income Residences	Coalition to End Childhood Lead Poisoning, Inc.	\$ 600,000.00
		Hawkeye Construction, LLC	500,000.00
		Goel Services	<u>400,000.00</u>
		Total:	\$1,500,000.00

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

MBE: Reliable Heating & Cooling, LLC 15%

WBE: Baltimore Window Factory, Inc. See note below*

*Baltimore Window Factory, Inc. is not certified for Materials/Supplies: 'Lead Hazard Reduction Supplies.'

2.	B50002125, Cytology Testing Services	Onco Diagnostic Services, Inc.	\$ 86,000.00
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MWBOO GRANTED A WAIVER.

3.	B50002150, Aluminum Street Light Poles and Accessories	<u>1st Call</u> P & K Tubular Products/ Flagpoles, Inc.	\$2,000,000.00
		<u>2nd Call</u> Valmont Industries, Inc.	500,000.00
		Total:	<u>\$2,500,000.00</u>

MWBOO GRANTED A WAIVER.

4.	B50002174, 2012 Ford Explorer XLT	Apple Ford, Inc. Group	\$ 58,364.00
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MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - cont'd

5.	B50002175, 2012 Sport Utility Vehicles	<u>Item No. 1</u> Chapman Auto Group	\$ 41,149.75
		<u>Item No. 2</u> Hertrich Fleet Services, Inc.	\$ 50,367.00

MWBOO GRANTED A WAIVER.

6.	B50002185, Aluminum Sulfate for Water Filtration Plants	USALCO, LLC	\$2,000,000.00
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MWBOO GRANTED A WAIVER.

Department of Public Works/
Department of Recreation and Parks

7.	RP 09816, Morrell Park Recreation Center	Tech Contracting Co., Inc.	\$3,922,010.00
	MBE: Spears Mechanical Contractors, Inc.	\$ 728,000.00	18.56%
	Superior Automatic Sprinkler Corp.	35,000.00	0.89%
	Pioneer Contracting Company, Inc.	257,000.00	6.55%
		<u>\$1,020,000.00</u>	<u>26.00%</u>
	WBE: Moisture Proof & Masonry, Inc.	\$ 390,000.00	9.94%

MWBOO FOUND VENDOR IN COMPLIANCE

AGENDA

BOARD OF ESTIMATES

12/07/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
8. \$ 394,000.00	9938-902743-9475	
Rec. & Parks	Reserve	
24 th Series		
1,182,000.00	9938-902743-9475	
State	Reserve	
	Morrell Park	
	Rec. Center	
995,000.00	9938-901744-9475	
Rec. & Parks	Reserve	
24 th Series	Clifton Park	
	Rec. Center	
75,000.00	9938-902742-9475	
Rec. & Parks	Reserve	
25 th Series	Rec. & Parks	
	Facilities Improve-	
	ments FY08	
467,000.00	9938-903789-9475	
Rec. & Parks	Reserve	
25 th Series	Rec. & Parks	
	Facilities Improve-	
	ments FY09	
120,000.00	9938-902759-9475	
Rec. & Parks	Rec. & Parks	
24 th Series	Facilities Improve-	
	ments FY09	
735,000.00	9938-913001-9475	
State	Reserve-Unallotted	
<u>\$3,968,000.00</u>		

AGENDA

BOARD OF ESTIMATES

12/07/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
3,488,000.00	-----	9938-901743-9474 Active Morrell Park Rec. Center
<u>480,000.00</u>	-----	9938-901759-9474 Active Rec. & Parks Facilities Improve- ments FY09
<u>\$3,968,000.00</u>		

This transfer will provide funds to cover the costs associated with the award of the Morrell Park Recreation Center, Contract No. RP 09816 to Tech Contracting Co., Inc.

Department of Transportation

9. TR 03333, Sinclair Lane Construction \$4,617,047.50
Lane Bridge over Corporation
CSXT Railroad

DBE: Wilton Corporation	\$ 446,200.00	9.66%
Genesis Steel Service	242,400.00	5.25%
Janette Redrow, Ltd.	17,820.00	.39%
Machado Construction Co.	524,700.00	11.36%
Sunrise Safety Services	77,000.00	1.67%
Priceless Industries, Inc.	20,600.00	.45%
Charles Tillman Paving	267,000.00	5.78%
Alfredo Trucking Inc.	121,600.00	2.63%
Century Fence Constr.	13,200.00	.29%
Alliance Concrete Corp.	<u>68,000.00</u>	<u>1.47%</u>
	<u>\$1,798,520.00</u>	<u>38.95%</u>

AGENDA

BOARD OF ESTIMATES

12/07/2011

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation - cont'd

10. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,340,776.16	9950-919001-9509	
Federal	Constr. Reserve	
	Highway Federal	
4,022,328.47	9950-902363-9509	
Other	Constr. Reserve	
<u>\$5,363,104.63</u>	Sinclair Lane	
	over CSX	
\$4,617,047.50	-----	9950-901363-9508-6
		Struc. & Improv.
461,704.75	-----	9950-901363-9508-5
		Inspections
230,852.38	-----	9950-901363-9508-2
		Contingencies
53,500.00	-----	9950-901363-9508-7
<u>\$5,363,104.63</u>		Utilites - Sinclair
		Lane over CSX

This transfer will provide funds to cover the costs associated with the award of TR 03333 to Lane Construction Corporation.

A PROTEST HAS BEEN RECEIVED FROM LANE CONSTRUCTION CORPORATION.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

- | | | |
|---|--------------|----------|
| 1. KORMAN SIGNS, INC. | \$ 44,504.00 | Only Bid |
| Solicitation No. B50002177 - Construction Roll-Up Signs - Department of Transportation - Req. No. Various | | |

The price is considered fair and reasonable. The period of the award is December 7, 2011 through December 6, 2012.

- | | | |
|---|--------------|---------|
| 2. CHEMRITE, INC. | \$ 39,731.30 | Low Bid |
| Solicitation No. B50002181 - Dechlorination Chemicals and Equipment - Department of Public Works - Req. No. R587458 | | |

- | | | |
|--|--------------|---------|
| 3. ATLANTIC DOOR CONTROL, INC. | \$ 22,000.00 | Renewal |
| Solicitation No. B50001735 - PM for Stanley Doors - Baltimore Convention Center - Req. No. P515904 | | |

On January 12, 2011, the Board approved the initial award in the amount of \$21,233.00. The award contained two 1-year renewal options. This renewal in the amount of \$22,000.00 is for the period January 24, 2012 through January 23, 2013, with one 1-year renewal option remaining.

- | | | |
|---|--------------|---------|
| 4. GODWIN PUMPS OF AMERICA, INC. | \$130,000.00 | Renewal |
| Solicitation No. 08000 - Service/Labor/Repair Parts for Godwin Pumps - Department of Public Works, Bureau of Solid Waste - P.O. No. P516258 | | |

On February 16, 2011, the Board approved the initial award in the amount of \$80,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$130,000.00 is for the period February 15, 2012 through February 14, 2013, with one 1-year renewal option 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 the equipment and/or service is recommended.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

5. FISHER SCIENTIFIC

COMPANY, LLC	\$ 37,500.00	Renewal
Solicitation No. B50001340 - RPR Antigens - Health Department - P.O. No. P515663		

On February 10, 2010, the Board approved the initial award in the amount of \$24,552.00. The award contained two 1-year renewal options. On December 10, 2010, the Board approved a renewal in the amount of \$35,464.00. This final renewal in the amount of \$37,500.00 is for the period December 15, 2012 through December 14, 2012.

MWBOO GRANTED A WAIVER.

6. MARTEL LABORATORIES

JDS, INC.	\$ 0.00	Renewal
Solicitation No. B50000839 - Analytical Services for Waste-water Treatments Plants and Environmental Programs - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P505605		

On November 26, 2008, the Board approved the initial award in the amount of \$529,932.55. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal is for the period December 2, 2011 through December 1, 2012, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

7. PL CUSTOM BODY &

EQUIPMENT CO., INC.	\$ 0.00	Renewal
Solicitation No. 08000 - O.E.M. Parts and Service for PL Custom Equipment - Department of General Services - P.O. NO. P501835		

On March 19, 2008, the Board approved the initial award in the amount of \$75,000.00. The award contained two 1-year renewal options. On November 24, 2010, the Board approved a renewal in the amount of \$36,369.51. This final renewal is for the period March 12, 2012 through March 11, 2013.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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 the equipment and/or service is recommended.

8. FCC ENVIRONMENTAL

LLC	Revenue Contract	Renewal
Solicitation No. B50001691 - Waste Oil and Related Items Recovery Services - Department of General Services, Fleet Management Division - P.O. No. P515774		

On December 22, 2010, the Board approved the initial award. The award contained four 1-year renewal options. This renewal is for the period December 22, 2011 through December 21, 2012, with three one-year renewal options remaining.

MWBOO GRANTED A WAIVER.

9. DELTA CHEMICAL

CORPORATION	\$ 0.00	Renewal
Solicitation No. B50000787 Polymeric Flocculent - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P505679		

On December 10, 2008, the Board approved the initial award in the amount of \$240,524.76. The award contained three 1-year renewal options. Subsequent actions have been approved. This renewal is for the period February 1, 2012 through January 31, 2013, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|--|--------------|----------|
| 10. CORRELLI INC. | \$ 55,312.00 | Increase |
| Solicitation No. B50002027 - 2011 Air Compressors by Airman - Department of General Services, Fleet Management Division - Req. No. R589878 | | |

On August 11, 2011, the Board approved the initial award in the amount of \$193,592.00. Additional funds are required due to increased usage of this contract. This increase in the amount of \$55,312.00 will make the award amount \$248,904.00.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|----------|
| 11. W.W. GRAINGER, INC. | \$600,000.00 | Increase |
| Solicitation No. BPO-001B8900505 - Maryland State Contract - Supplies for Maintenance, Repair and Operations to W.W. Grainger, Inc. - Agencies Various - P.O. No. P508936 | | |

On March 25, 2009, the Board approved the initial award in the amount of \$500,000.00. Subsequent actions have been approved. Additional funds are required due to increased usage of this contract. This increase in the amount of \$600,000.00 will make the award amount \$5,050,000.00.

This is a requirements contact, therefore, dollar amounts will vary.

MWBOO ASSIGNED GOALS OF 5% MBE AND 0% WBE.

MBE: Configuration, Inc. 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

12. WM RECYCLE AMERICA

L.L.C.	Revenue Contract	Extension
Solicitation No. B50000103 - Single Stream Recycling - Department of Public Works, Bureau of Solid Waste - Req. Nos. Various		

On November 7, 2007, the Board approved the initial award. The award contained three 1-year renewal options. Subsequent actions have been approved. A new solicitation for this requirement B50002210 was advertised with bids due on January 18, 2012. An extension is required to allow time to evaluate the bids, award a contract and provide sufficient transition period, if required.

MWBOO GRANTED A WAIVER.

13. HICKORY INTERNATIONAL,
INC.

\$ 60,000.00

LIBERTY DISCOUNT LAWN
EQUIPMENT AND APPLIANCE,
INC.

40,000.00

\$100,000.00

Renewal

Solicitation No. B50000723 - Exmark Lawn Mower OEM Parts and Service - Agencies - Various - P.O. Nos. P505770 and P505769

On December 10, 2008, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$100,000.00 is for the period December 10, 2011 through December 9, 2012, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

14. MASON-DIXON FIRE

<u>EQUIPMENT</u>	<u>\$275,000.00</u>	Renewal
Solicitation No. B50001670 - Safety Boots for the Fire Department - Fire Department - P.O. No. P515982		

On January 26, 2011, the Board approved the initial award in the amount of \$275,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$275,000.00 is for the period January 26, 2012 through January 25, 2013, with three 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

15. F & F AND A JACOBS & SONS, INC.	\$550,000.00	Groups 1-3 & Item 17	Renewal
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F.L. ANDERSON CO.	<u>100,000.00</u>	Group Items 18 & 19	Renewal
		<u>\$650,000.00</u>	

Solicitation No. B50001694 - Uniforms for the Fire Department - Fire Department - P.O. Nos. P515884 & P515885

On January 12, 2011, the Board approved the initial award. This is the first of four 1-year renewal options. The renewal is for the period January 12, 2012 through January 11, 2013.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|-----|--|-------------------------|
| 16. | SAFETY LEAGUE, INC. D/B/A
<u>ATLANTIC TACTICAL</u> | \$120,000.00
Renewal |
| | Solicitation No. B50000729 - Police Duty Belts and Acces-
sories - Police Department - P.O. P505340 | |

On January 21, 2009, the Board approved the initial award and subsequent actions have been approved. This is the third of four 1-year renewal options. The renewal is for the period December 3, 2011 through December 30, 2012.

- | | | |
|-----|---|---|
| 17. | ACS STATE AND LOCAL
<u>SOLUTIONS, INC.</u> | Extension &
Increase
\$1,000,000.00 |
| | Solicitation No. BP-07149 - EMS Billing Services - Fire
Department - P.O. No. 509065 | |

On December 12, 2007, the Board approved the initial award and subsequent actions have been approved. An extension and increase is requested to allow time for a new contract to be awarded and allow the current vendor to continue billing for the remainder of the fiscal year.

MBE: Kidd International Home Care, Inc. 13.48%

WBE: TRG Networking, Inc. 4.51%

- | | | |
|-----|---|--------------------------|
| 18. | F.L. ANDERSON COMPANY
<u>F.L. ANDERSON COMPANY</u> | \$ 200,000.00
Renewal |
| | Solicitation No. B50000217 - Firefighter Turnout Gear - Fire
Department - Req. No. P501604 | |

On January 23, 2008, the Board approved the initial award in the amount of \$400,000.00. Subsequent actions have been approved. This is the final one-year renewal option. This renewal in the amount of \$200,000.00 is for the period January 15, 2012 through January 14, 2013.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

19. AMAZING SECURITY AND		
INVESTIGATIONS, LLC	\$ 269,618.00	Renewal
Solicitation No. B50001173 - Provide Non-Uniformed Armed Security Guards - Health Department - Req. No. P511351		

On November 25, 2009, the Board approved the initial award in the amount of \$155,000.00. Subsequent actions have been approved. This is the first of two 2-year renewal options. This renewal in the amount of \$269,618.00 is for the period January 1, 2012 through December 31, 2013, with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

20. PHYSIO-CONTROL, INC.		
Solicitation No. 08000 - Lifepak Defibrillator Maintenance -	\$ 114,550.51	Renewal
Fire Department - Req. No. P512807		

On April 7, 2010, the Board approved the initial award in the amount of \$114,550.51. Subsequent actions have been approved. This is the second of three 1-year renewal options. This renewal in the amount of \$114,550.51 is for the period January 24, 2012 through January 23, 2013, with one 1-year renewal option 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 the equipment and/or service is recommended.

AGENDA

BOARD OF ESTIMATES

12/07/2011

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

21. INTER ACT 911 MOBILE		
SYSTEMS, INC.	\$1,125,000.00	Renewal
Solicitation No. 08000 - Pocket Cop Mobile Data System Police - Department - Req. No. P512851		

On January 21, 2010, the Board approved the initial award in the amount of \$1,547,875.20. Subsequent actions have been approved. This is the second of four 1-year renewal options. This renewal in the amount of \$1,125,000.00 is for the period January 13, 2012 through January 12, 2013, with two one-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 the equipment and/or service is recommended.

22. HOLABIRD ENTERPRISES OF		
MARYLAND, INC., T/A TRANS		
TECH TRANSMISSION CENTER	\$ 0.00	Renewal
Solicitation No. B50000753 - Heavy Duty Manual Transmissions and Differentials - Department of General Services, Fleet Management - Req. No. P507501		

On February 11, 2009, the Board approved the initial award in the amount of \$200,000.00. This is the first of two 1-year renewal options. This no-cost renewal is for the period December 24, 2011 through December 23, 2012, with one 1-year renewal option remaining.

MWBOO SET GOALS OF 5% MBE AND 0% WBE.

MBE: Millennium Auto Parts and Services	\$19,004.30	3%
Grady Wright & Associates	2,615.50	2%
	<u>\$21,619.80</u>	<u>5%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

12/07/2011

TRAVEL REQUESTS

Baltimore City Council

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Helen Holton	National Association of Counties Orlando, FL Dec. 09 - 10, 2011	Elected Officials Expense Account	\$ 447.23

The subsistence rate for this location is \$153.00 per day. The Hotel rate is \$169.00 per night plus an occupancy tax in the amount of \$21.13, and a resort fee in the amount of \$10.00 for a total costs of \$200.13. Therefore, the Department is requesting additional funds to cover the hotel expenses, and an additional \$40.00 for meals and incidental expenses above the allowed amount. The additional amounts has been included in the total.

Department of Transportation

2. James E. Harness	2011 Trans- portation Eng. & Safety Conf. State College, PA Dec. 07 - 10, 2011 (Reg. Fee \$320.00)	MVR Funds	\$806.00
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TRAVEL APPROVAL AND REIMBURSEMENT

Baltimore City Health Department

3. Thelma Winn	MAP Funds	\$1,337.91
Anita Clay-Stark	MFP Funds	\$ 628.35
Pamela Massie	Senor Care	\$1,358.49
Teresa Jeter-Cutting	MFP Funds	\$ 612.52
		<u>\$3,937.27</u>

On September 11-14, 2011, Ms. Winn, Ms. Clay-Stark, Ms Massie, and Ms. Jeter-Cutting, attended the National Home and Community Based Services Conference in Washington, D.C. from September 11-14, 2011. The NHBSC held multiple workshops daily on long-term care initiatives that impacts the community base that the Baltimore City Health Department serves at-large.

AGENDA

BOARD OF ESTIMATES

12/07/2011

TRAVEL APPROVAL AND REIMBURSEMENT

Baltimore City Health Department - cont'd

This request is late because the Health Department was waiting for approval of a registration scholarship from the National Home and Community Based Services Conference and a replacement for an original attendee because of a resignation so the request could be submitted at one time. The registration scholarship was confirmed on August 09, 2011. Subsequently, the department learned that the request required Board approval because it involved weekend travel. The responsible employees have been counseled on travel policy AM 240-3 and the Department apologizes for this late submission.

The subsistence rate for this location is \$282.00 per day. The Hotel rate was \$211.00 per night plus an occupancy tax. The Department is requesting approval of the travel requests and authorization to reimburse the attendees for expenses incurred. The attendees shared two rooms and split the costs.

THELMA WINN

PAMELA MASSIE

Transportation	\$ 22.00
Hotel	724.80
Food	96.11
Reg. Fee	495.00
	<u>\$1,337.91</u>

Transportation	\$ 22.00
Hotel	724.80
Taxi	11.75
Food	104.94
Reg. Fee	495.00
	<u>\$1,358.49</u>

Reimbursed Amt: \$ 842.91

Reimbursed Amt: \$ 863.49

ANITA CLAY-STARK

TERESA JETER-CUTTING

Transportation	\$ 22.00
Food	100.60
Taxi	10.75
Reg. Fee	495.00
	<u>\$ 628.35</u>

Transportation	\$ 22.00
Food	95.52
Reg. Fee	495.00
	<u>\$ 612.52</u>

Reimbursed Amt: \$ 133.35

Reimbursed Amt: \$ 117.52

The registration fees were previously paid by expenditure authorization. Therefore, the reimbursement amount to each representative excludes the cost of registration.

AGENDA

BOARD OF ESTIMATES

12/07/2011

TRAVEL APPROVAL/REIMBURSEMENT

Mayor's Office of Information Technology (MOIT)

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
4. Rico Singleton	45 th Annual Metropolitan Information Exchange (MIX) San Luis Obispo, CA Sept. 18 - 24, 2011	General Funds	\$1,077.95

Mr. Singleton traveled to San Luis Obispo, CA from September 18 - 24, 2011 to attend the 45th Annual Metropolitan Exchange. The Department is requesting the Board to retroactively approve the travel expenses in the amount of \$1,077.95. The Department failed to follow AM 240-3, which requires Board of Estimates approval for travel requests exceeding \$800.00. The Department recognizes that incurring expenses without required authorization is a serious matter. The responsible employees have been counseled and the Department has reinforced the AM 240-3 policy to all managers and fiscal staff.

The subsistence rate allowed for this request at the time of travel was \$170.00 per day for a total of \$1,020.00. The Department is requesting an additional \$42.00 to cover the shortage in the allowable amount for airport parking and \$198.20 to cover cab fare. Mr. Singleton traveled to and from the airport at a cost of \$40.00 each way, an additional \$40.00 for the round trip cost to the mandatory scheduled dinner at F. McClintocks Saloon and Dining House. Two \$25.00 trips to and from the restaurant Fung Lum, a receipt for that food purchase is also listed on the travel reimbursement. The last two cab trips for \$17.00 and \$15.00 are for travel to and from Giuseppes Cucina, during the "on your own" periods listed on the itinerary. The Board is requested to authorize a reimbursement of \$1,077.95 to Mr. Singleton for the following:

Food	\$ 104.08
Hotel	175.00
Occupancy Taxes	19.37
Airfare	479.30
Airport Parking	102.00
Cab Fare	198.20
Reimbursement Total	\$1,077.95

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal option of the lease agreement between the Maryland Art Place, Inc. landlord and the Mayor and City Council of Baltimore, tenant, for a portion of the property known 216-218 W. Saratoga Street being on the 2nd and 3rd floors, consisting of 5,870 square feet. The period of the renewal is January 1, 2012 through December 31, 2012, with one 1-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Quarterly Installments</u>
\$88,453.30	\$22,113.32

Account: 1001-000000-3160-308000-603013

BACKGROUND/EXPLANATION:

On February 2, 2011, the Board approved the initial agreement for the period January 25, 2011 through December 31, 2011. The agreement contained two 1-year renewal options. This is the first renewal option.

The Baltimore City Health Department will use the leased premises for the administrative and counseling services for Operation Safe Kids. The tenant will be responsible for telephone and computer services. All other terms and conditions of the original agreement will remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Real Estate - Contracts of Sale, SCOPE Project

The Board is requested to approve and authorize execution of the contracts of sale for various properties.

<u>Purchaser/s</u>	<u>Propertie/s</u>	<u>Sale Price</u>
1. JOHN GOERTLER	2521 LOYOLA SOUTHWAY	\$5,000.00
2. JOHN GOERTLER	1413 MADISON AVENUE	\$5,000.00
3. JOHN GOERTLER	1431 MADISON AVENUE	\$5,000.00

The purchaser agrees to complete the renovation of the properties and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

On May 28, 2003, the Board approved an agreement with the Baltimore Economy and Efficiency Foundation, Inc. and the Greater Baltimore Board of Realtors, Inc. to allow the sale of City-owned properties under the SCOPE Project, which is an acronym for Selling City Owned Properties Efficiently.

Under this project, real estate brokers are responsible for marketing the properties and providing the City with sale contracts. Upon closing, they will be paid 8% of the sale proceeds, with a \$2,500.00 minimum fee.

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

AGENDA

BOARD OF ESTIMATES

12/07/2011

Space Utilization Committee - Lease Agreement Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of a lease agreement with the Neighborhood Design Center, tenant, for the rental of a portion of the property known as 1401 Hollins Street, consisting of approximately 2,164 square feet, being in locations 101, 102, 104, 105, and 106 on the first floor and locations 001, 003, and 005 on the basement level. The period of the lease agreement renewal is December 1, 2011 through November 30, 2016.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Quarterly Rent</u>
1 st year	\$15,080.00	\$ 3,770.00
2 nd year	\$15,683.20	\$ 3,920.80
3 rd year	\$16,310.53	\$ 4,077.63
4 th year	\$16,962.95	\$ 4,240.74
5 th year	\$17,641.47	\$ 4,410.37

BACKGROUND/EXPLANATION:

On January 17, 2007, the Board approved the lease agreement with the Neighborhood Design Center, tenant for the rental of a portion of the property known as 1401 Hollins Street. The period of the lease agreement was December 1, 2006 through November 30, 2011, with the option to renew for five years, at an increase of 4% per year.

The leased premises will be used for administrative offices, storage, workshops, training studios, and a meeting center.

The landlord will be responsible for utilities, maintenance and repairs, janitorial, pest control, trash removal, fire insurance, and snow removal.

The tenant will be responsible for any improvements to the leased premises and liability insurance.

All other terms and conditions of the original lease remain unchanged.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Planning - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Blue Water Baltimore. The period of the agreement is effective upon Board approval through March 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$48,000.00 - 9905-926005-9188-000000-490375

BACKGROUND/EXPLANATION:

Blue Water Baltimore is a non-profit comprised of four former watershed associations plus the Harbor Waterkeeper.

Under this agreement Blue Water Baltimore will implement a City Schoolyard restoration program, which reduces stormwater pollution by removing impervious surfaces and installing rain gardens and other conservation landscaping. The restorations will be performed at the Academy of College and Career Exploration, Catholic High School of Baltimore, Cardinal Shehan School, and John Eager Howard Elementary School.

This initiative will provide environmental education and experience to Baltimore's youth and help to meet the City's goals of improving storm water quality and doubling the City's tree canopy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

AGENDA

BOARD OF ESTIMATES

12/07/2011

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 34** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on October 26, November 2, 9, and 16, 2011.

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Public Works/ - Recommendation of Contract Award
Bureau of Water and Wastewater

The Board is requested to approve the award of contract WC 1217, Urgent Need Work Infrastructure Rehabilitation-Variou Locations to Spiniello Companies

1. WC 1217, Urgent Need Work-Infrastructure Rehabilitations-Variou Locations	Spiniello Companies	\$5,373,325.00	
MBE: Fallsway Construction		\$ 269,000.00	5.00%
Apex Petroleum Corporation		325,000.00	6.05%
WBE: R&R Contracting Utilities, Inc.		\$ 215,000.00	4.00%

MWBOO FOUND VENDOR IN COMPLIANCE

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
2. \$6,758,009.36	9960-909100-9558	
Water Rev. Bonds	Constr. Res.	
	Water Infrastruc- ture Rehab.	
334,779.64	9960-907101-9558	
Counties	Constr. Res.	
\$7,092,789.00	Small Water Main	
537,332.50	-----	9960-918701-9557-2
		Extra Work
537,332.50	-----	9960-918701-9557-3
		Engineering
322,399.50	-----	9960-918701-9557-5
		Inspection
5,373,325.00	-----	9960-918701-9557-6
		Construction
322,399.50	-----	9960-918701-9557-6
\$7,092,789.00		Administration

AGENDA

BOARD OF ESTIMATES

12/07/2011

Department of Public Works/ - cont'd
Bureau of Water and Wastewater

The transfer of funds is required to cover the cost of the award for WC 1217, Urgent Need Infrastructure Rehabilitation at Various Locations.

(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

12/07/2011

PROPOSAL AND SPECIFICATIONS

Bureau of Water and Waste Water - WC 7760, Leakin Park Stream
Restoration at Fairmount
Storm Drain
BIDS TO BE RECV'D: 1/11/2012
BIDS TO BE OPENED: 1/11/2012

Bureau of Water and Waste Water - WC 845R, Nitrification
Filters and Related Work for
the Enhanced Nutrient Removal
Facilities at PWWTP
BIDS TO BE RECV'D: 1/11/2012
BIDS TO BE OPENED: 1/11/2012

Bureau of Water and Waste Water - WC 1225, W. Forest Park Ave.
and Keswick Road Water Main
Replacements
BIDS TO BE RECV'D: 1/18/2012
BIDS TO BE OPENED: 1/18/2012

Department of Transportation - TR 12008, Resurfacing
Highways at Various Locations
Citywide Emergency JOC III
BIDS TO BE RECV'D: 1/11/2012
BIDS TO BE OPENED: 1/11/2012

Department of Transportation - TR 12009, Dredging the Inner
Harbor Water Channels
BIDS TO BE RECV'D: 1/11/2012
BIDS TO BE OPENED: 1/11/2012

Department of Transportation - TR 08046, Rehabilitation of
Broening Highway - From
Holabird Avenue to Colgate
Creek
BIDS TO BE RECV'D: 1/25/2012
BIDS TO BE OPENED: 1/25/2012

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED