

NOTICES

1. PROTESTS

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

ALL PROTESTS MUST BE IN WRITING AND STATE:

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

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

2.

**BOARD OF ESTIMATES' RECESS
JULY 4, 2012**

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

The Board of Estimates will not receive or open bids on July 4, 2012. The Board of Estimates will reconvene on July 11, 2012.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Public Works/ - Public Hearing on Proposed Water
Department of Finance and Sewer Rate Increases and
Miscellaneous Fee Schedules

ACTION REQUESTED OF B/E:

The Board is requested to approve the proposed water and sewer rate increases and the proposed miscellaneous fee increases.

BACKGROUND/EXPLANATION:

Pursuant to Ordinance 941 which implements the City Charter Amendment, approved by the voters in 1978, the water and wastewater utilities must be maintained as self-sustaining operations. Under this Ordinance, it is the duty of the Director of Finance and the Director of Public Works to recommend to the Board of Estimates rates and charges to make each utility financially self-sustaining. It is recommended that water rates be increased approximately 9% and sewer rates be increased approximately 9% for consumers in Baltimore City. Eligible senior citizen consumers age 65 and older in Baltimore City who apply and whose annual household income does not exceed \$25,000.00 will receive a 30% discount on water and sewer rates. Also, a water rate increase of approximately 9% is recommended for consumers in Howard, Anne Arundel and Carroll Counties. Increased cost of water and sewer service will be passed on to Baltimore County through the City-County agreements. Baltimore County establishes its own rates with City concurrence.

Current rates and proposed rate schedules follow:

Baltimore City Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 Units	\$2.933 per Unit	\$ 3.197 per Unit
Next 450 Units	1.804 per Unit	1.967 per Unit
Over 500 Units	1.239 per Unit	1.351 per Unit

Baltimore City Sewer

	<u>Current Rate</u>	<u>Proposed Rate</u>
All Units	\$3.944 per Unit	\$4.299 per Unit

AGENDA

BOARD OF ESTIMATES

06/27/2012

DPW/Finance - cont'd

Howard County Water

<u>Wholesale Service</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$1.264 per Unit	\$1.378 per Unit

Anne Arundel County Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 Units	\$3.089 per Unit	\$3.368 per Unit
Next 450 Units	1.804 per Unit	1.967 per Unit
Over 500 Units	1.239 per Unit	1.351 per Unit

Carroll County Water

<u>Raw Water</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$.446 per Unit	\$.487 per Unit

If adopted, the proposed rates will be effective June 28, 2012. Any consumption up to and including June 27, 2012, will be billed at the current rates.

For the typical City household (family of four, 320 gallons per day) the current and proposed quarterly bill would be as follows:

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Difference</u>
	<u>Quarterly Bill</u>	<u>Quarterly Bill</u>	
Water	\$ 114.40	\$ 124.70	\$ 10.30
Sewer	<u>153.82</u>	<u>167.66</u>	<u>13.84</u>
Total	\$ 268.22	\$ 292.36	\$ 24.14

The last rate increase was effective May 19, 2011.

A new chart of minimum quarterly charges will be prepared.

AGENDA

BOARD OF ESTIMATES

06/27/2012

DPW/Finance - cont'd

It is also recommended that miscellaneous water fees be increased as follows:

Miscellaneous Fees

	<u>Current</u>	<u>Proposed</u>
Abandonment of Water Supply Service		
¾" Water Service	\$305.00	\$330.00
1" Water Service	\$305.00	\$330.00
1 ½" Water Service	\$520.00	\$565.00
2" Water Service	\$520.00	\$565.00
Reduce ¾" meter to 5/8" meter	\$140.00	\$150.00
Reduce 1" meter to ¾" meter	\$190.00	\$205.00
Reduce 1" meter to 5/8" meter	\$190.00	\$205.00
Reduce 2" meter to 1 ½" meter	\$905.00	\$985.00
Testing of City-owned meter (at Owner's request) 5/8", ¾", 1"	\$80.00	\$ 85.00
Private Fire Protection Fee	\$120/Yr.	\$130/Yr.
Turn-off/Turn-on Charges		
5/8" - 1" meters	\$ 75.00	\$ 80.00
1 ½" - Up	\$ 120.00	\$130.00
Official Vacancy Fee	\$ 225.00	\$245.00
Fire Flow Test	\$ 600.00	\$650.00
Fire Hydrant Permit	\$ 140.00	\$150.00

If adopted, the miscellaneous water fees will be effective June 28, 2012.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Audits - Audit Report

The Board is requested to **NOTE** receipt of the following Audit Report:

Review of Water and Wastewater Utility Funds Proposed Rate Increases Effective June 2012.

AGENDA

BOARD OF ESTIMATES

06/27/2012

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

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

AB Construction, Inc.	\$ 8,000,000.00
Boulevard Contractors, Corporation	\$ 1,242,000.00
Cherry Hill Construction, Inc.	\$ 57,861,000.00
Drake Incorporated	\$ 6,660,000.00
Durex Coverings, Inc.	\$ 8,000,000.00
E.H. Paschen, S.N. Nielson & Associates, LLC	\$349,461,000.00
Flo-Tron Contracting, Inc.	\$ 1,500,000.00
Green Contracting Company, Inc.	\$158,085,000.00
Harkins Builders, Inc.	\$138,690,000.00
L&J Construction Service, Inc.	\$ 1,500,000.00
The Michael Group, Inc.	\$ 20,943,000.00
Orfanos Contractors, Inc.	\$ 8,000,000.00
Titan Industrial Services, Inc.	\$124,092,000.00
W.D. Fox Tapping & Welding, Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

Axiom Engineering Design, LLC.	Landscape Architect Engineer Land Survey
Integrated Management Services (d.b.a. IMS Engineers)	Engineer

AGENDA

BOARD OF ESTIMATES

06/27/2012

BOARDS AND COMMISSIONS - cont'd

Khafra Engineering Consultants, Inc.	Architect Engineer
Land Studies, Inc.	Landscape Architect Engineer
Moody Nolan, Inc.	Architect Engineer
Morabito Consultants, Inc.	Engineer
NMP Engineering Consultants, Inc.	Engineer
QPS, Inc. (d.b.a.) QODESH CM	Engineer

AGENDA

BOARD OF ESTIMATES

06/27/2012

CITY COUNCIL BILL:

12-0084 - A resolution of the Mayor & City Council concerning Midtown Community Benefits District and Management Authority - Renewal Through June 30, 2016 for the purpose of renewing and continuing the Midtown Community Benefits District and Management Authority; providing for a special effective date; and generally relating to the activities and authority of the Midtown Community Benefits District and Management Authority.

THE LAW DEPARTMENT REPORTED AS FOLLOWS: "ASSUMING THE CITY COUNCIL FOLLOWS THE PROCEDURES FOR THE RENEWAL OF THE DISTRICT AND THE AUTHORITY AND BY THIS RESOLUTION SETS FORTH ITS FINDINGS AND REFERS THE MATTER TO THE BOARD OF ESTIMATES TO PERFORM ITS DUTIES WITH REGARD TO THE RENEWAL, THE LAW DEPARTMENT WILL APPROVE THE BILL FOR FORM AND LEGAL SUFFICIENCY."

ALL REPORTS RECEIVED WERE FAVORABLE.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Law Department - Settlement Agreement and Release

The Board is requested to approve the settlement agreement and release for the following claim:

1. Clifton Chambers v. Mayor and City Council of Baltimore \$80,000.00

Account No. 2044-000000-1450-532446-603070

The settlement agreement and release has been reviewed and approved by the Settlement Committee of the Law Department.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Condemnations</u>			
1. Sharonda Baylor	719 Mura Street	L/H	\$ 4,060.00
Funds are available in CDBG funds, account no. 9990-907714-9593-900001-704040, Johnston Square Project.			
2. D.O.C., LLC	2206 Boone Street	F/S	\$27,000.00
Funds are available in UDAG funds, account no. 9910-904713-9588-900000-704040, Barclay Project.			

DHCD - Option

3. Turf, LLC	719 Mura Street	G/R	\$ 500.00
		\$66.00	

Funds are available in account no. 9990-907714-9593-900001-704040, Johnston Square Project.

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

TRANSFERS OF FUNDS

* * * * *

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

11 - 12

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 50,000.00 Federal	9950-919001-9509 Constr. Reserve Highway Unallotted	9950-905621-9508-2 Contingencies Historic Preserve & Traffic Improvements for Parks & People Foundation HQ

This transfer will provide funds to cover the deficit in the account and fund the miscellaneous charge for the Project Historic Preserve and Traffic Improvements Along Liberty Heights and Druid Hill Park.

Department of Housing and Community Development (DHCD)

2. \$100,000.00 35 th Comm. Dev. Block Grant	9990-904919-9587 Public Housing Rehab. Reserve	9990-911726-9593 German Park
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This transfer will provide funds for the removal of concrete and asphalt to prepare the site for the completion of the German Park.

3. \$200,000.00 37 th Com. Dev. Block Grant	9992-914089-9593 Emergency Roof Repair Program	9992-932003-9593 Deferred Loan Program
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The transfer will provide funds for the Housing Repair Assistance Deferred Loan Program.

AGENDA

BOARD OF ESTIMATES

06/27/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
4. \$150,000.00 29 th Comm. Develop. Bonds (CDB)	9910-902935-9587 Healthy Neighbor- hoods, Inc. - 30 th CDB - Reserve	9910-916037-9588 Healthy Neighbor- hood, Inc. - Matching Grants - 30 th CDB

This transfer will provide funds to increase the amount of funds available as matching grants for owner-occupants in designated Healthy Neighborhoods.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of General Services - Standard Highway
Option Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a standard highway option agreement with Point Breeze, LLC. The period of the temporary easement is effective upon the date of entry upon the easement area by the City's contractor for two years.

AMOUNT OF MONEY AND SOURCE:

\$220,500.00 - 9950-908301-9527-900020
(fair market value of fee parcel and temporary construction easement)

BACKGROUND/EXPLANATION:

The City of Baltimore, acting by and through the Department of Transportation, is proposing to widen the Keith Avenue ramp on a portion of the property owned by Point Breeze, LLC, located at 2301 and 2501 Broening Highway.

This option agreement will allow the City to acquire a portion of the property in fee for the widening and a temporary construction easement area to allow the City's contractor to perform the work, in conjunction with the Department of Transportation's Project No. TR 08046, Rehabilitation of Broening Highway.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of General Services - Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an easement agreement with Point Breeze, LLC. The period of the easement agreement is effective upon the date of entry upon the easement area by the City's contractor for two years.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - if demanded (The easement is donated by Point Breeze, LLC.)

BACKGROUND/EXPLANATION:

The City of Baltimore, acting by and through the Department of Transportation, is proposing to rehabilitate Broening Highway. Portions of properties owned by Point Breeze, LLC located at 2200, 2205, 2301, 2400, 2500, and 2501 Broening Highway will need to be acquired for perpetual easements and temporary construction easements.

This easement agreement will allow the City's contractor to perform the work in conjunction with the Department of Transportation's Project No. TR 08046, Rehabilitation of Broening Highway.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of General Services - Developer's Agreement No. 1260

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1260 with Station North Development Partners, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$24,900.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service to their new construction located in the vicinity of 1701 North Charles Street. This developer's agreement will allow the developer to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$24,900.00 has been issued to Station North Development Partners, 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

06/27/2012

Department of General Services - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the right-of-entry agreement with the Baltimore Gas and Electric Company (BGE).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The BGE needs to install two additional electric poles on the Loch Raven Watershed property located near the Long Quarter Pumping Station near the intersection of Dulaney Valley Road and East Seminary Avenue. BGE needs to install the additional poles so the current electric wires do not hang low and present a safety hazard.

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

06/27/2012

Department of General Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Associated Building Maintenance Company, Inc. for services rendered under Contract BP-04161. The period of the invoices is August 30, 2010 through October 15, 2011.

AMOUNT OF MONEY AND SOURCE:

\$361,819.15 - 1001-000000-1982-192500-603051

BACKGROUND/EXPLANATION:

The Custodial Contract No. BP-04161 with Associated Building Maintenance Company, Inc. (ABM) expired on April 30, 2011. In order to prevent a break in the needed services, the vendor continued to perform work while a new contract was being developed. The new contract, in which the ABM was not the successful bidder, began on October 16, 2011.

The Department will work with the Bureau of Purchases to develop written procedures to avoid a similar problem from occurring in the future.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of General Services - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Ziger/Snead, LLP for Project No. 1125Z, On-Call Architectural Design Services. The period of 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:

\$737,854.49 - Upset limit

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require architectural design services to modify, upgrade, or repair their facilities. Typically, the work involved is limited in scope and/or of an urgent nature, which in either case, should not be postponed until the customary architectural design selection process can be executed. Calls for these services will be made on the contracts as needs are identified.

The cost of services rendered will be negotiated on a not-to-exceed price for each task assigned. The fees will be based 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 period of the agreement will be two years. However, projects started within the two-year period may continue beyond the two-year time frame until completion. The total fee for this consultant's contract will not exceed \$737,854.49 for the two-year period.

The consultant has been approved by the Architect and Engineering Awards Commission (AEAC) procedures, under AEAC Project No. 1125Z.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of General Services - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 27% FOR MBE AND 9% FOR WBE.

MBE: Sidhu Associates, Inc.	\$0.00-\$202,500.00	0-27%
Kumi Construction Management Corp	<u>\$0.00-\$202,500.00</u>	<u>0-27%</u>
	Totals in the	
	Aggregate Amount:	
	\$202,500.00	27%
WBE: Hope Furrer Associates, Inc.	\$ 67,500.00	9%

Totals are for the aggregate amount

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

06/27/2012

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. 633 N. Franklinton Road	Kwalid Yaqoob	Retain awning w/ signage 40' 4" x 2' 6"
Annual Charge: \$290.50		
2. 2521 E. Monument St.	Kyu Chan Kim	Retain two single face electric signs 10' x 4', eight fluorescent tubes
Annual Charge: \$562.80		
3. 3137 W. North Ave.	TLC, LLC	Retain one flat sign 11' x 2', four fluorescent tubes
Annual Charge: \$176.00		
4. 309 S. Broadway	Kedaarnath Krupa, LLC	Retain flat sign 8' x 1½'
Annual Charge: \$17.60		

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of General Services - cont'd

5. 5918 York Road	PJ Enterprises, LLC	Retain cornice sign 6' x 3', two banner signs 6' x 2'
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Annual Charge: \$176.00

6. 2213 Reisterstown Road	Chun Yong Chung	Retain six flat signs
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Annual Charge: \$105.60

7. 101 E. 25 th Street	Empowering Minds Resource Center, LLP	Awning 18' x 3'
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Annual Charge: \$113.40

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and Community Development (DHCD) - Intergovernmental Agreement for Land Disposition

ACTION REQUESTED OF B/E:

The Board is requested to approve an intergovernmental agreement for land disposition with the Housing Authority of Baltimore City (HABC) for the sale of 16 vacant lots located at 160, 164, 166, and 168 S. Kossuth Street, 5207 Norwood Avenue, 4409 Groveland Avenue, 4304 Ridgewood Avenue, 2921 Woodland Avenue, 3004 DuPont Avenue, 3017 Rosalind Avenue, 3217 Windsor Avenue, 4619 Parkwood Avenue, 3918 Fernhill Avenue, 3703 W. Forest Park Avenue, 2810 Oakley Avenue, and 4203 Ridgewood Avenue.

AMOUNT OF MONEY AND SOURCE:

\$16.00 (\$1.00 per property)
Negotiated Purchase Price

BACKGROUND/EXPLANATION:

On December 20, 2004, the HABC entered into the Bailey Consent Decree with the United States District Court for the District of Maryland (the Court) to redress alleged violations of Section 504, Title II of the American Disabilities Act (ADA), and the Fair Housing Act and their implementing regulations, 24 CFR Part 8 and 40, 28 CFR Part 35 and 24 CFR Part 100.

The Bailey Consent Decree stipulates that HABC will make available for occupancy 755 public housing units accessible for persons with mobility impairments in accordance with the UFAS. The units are to be designed as long term affordable and will remain affordable for a minimum of 40 years. The unit mix will consist of 289 one-bedroom units, 194 two-bedroom units, 153 three-bedroom units, 40 four-bedroom units, 6 five-bedroom

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

units, 6 six-bedroom units, and 67 one-bedroom convertible units that are UFAS compliant. A one-bedroom convertible unit can be converted to provide separate, private sleeping accommodations for the person with a disability who resides there and a personal care attendant.

To date the HABC has completed 609 of the 755 units with 146 units remaining to be completed. Of the 146 units remaining, approximately 30 are under construction, 20 are under contract with a developer to be constructed and another 26 are planned to be produced through future public housing rehabilitation and development. It is the HABC's intent to hire contractors to construct the remaining 70 units on land currently in its possession or acquired from the City. The HABC will ultimately own and operate the residential public housing units. Once the units are constructed they will be offered to current public housing residents needing the features of the unit or to eligible families who need the features of the unit and who are on the HABC's public housing waiting list.

All the units will comply with all applicable Federal regulations including, but not limited to UFAS/Section 504 Federal procurement requirements. In addition to the Federal laws and regulations, all the units will satisfy the compliance requirements of the State of Maryland laws and regulations and the City's Building Codes.

The HABC proposes to develop the Bailey UFAS Scattered Site Public Housing Project (the Project) using the conventional method of public housing development. The HABC proposes to utilize its Moving to Work Reserves up to the Total Development Costs limit for the 70 units. The HABC will develop the Project as the owner entity; the HABC will procure the services of a residential construction contractor in accordance with 24 CFR Part 85. In addition, HABC's Office of Engineering and Capital Improvements will manage the construction of at least five units.

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION WAIVER PROCESS:

The total fair market value of the properties was determined, to be \$75,211.29 pursuant to the appraisal policy of the City, based on the Waiver Valuation process. The fair market value for the vacant lots was determined to be \$.77 per square foot.

The properties are to be conveyed to the HABC below the price determined by the valuation waiver process to allow for the construction of the UFAS units. This sale will provide the following benefits:

- This development will eliminate neighborhood blight caused by City-owned vacant lots.
- The new construction will be to the specific benefit of the immediate communities.
- Allow the HABC to fulfill part of its UFAS requirement.

MBE/WBE PARTICIPATION:

It should be noted that the Purchaser has agreed to comply with the Minority and Women's Business Enterprise Program of Baltimore City.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and - Subordination and
Community Development (DHCD) Standstill Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a subordination and standstill agreement with Himmelrich Associates, Inc. as to form. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all 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:

N/A

BACKGROUND/EXPLANATION:

The subordination and standstill agreement will allow the borrowing entities Washington-Monroe LLC (Owner) and Catalogue House, LLC controlled by Himmelrich Associates, Inc. for the project known as Montgomery Park to refinance the existing debt of \$55,000,000.00 with an additional \$15,000,000.00 for future tenant lease-up and build-out.

On July 25, 2001, the Board approved a United States Department of Housing and Urban Development (HUD) Section 108 loan of \$8,000,000.00 (the HUD 108 Loan) to a development team headed by Mr. Sam Himmelrich for the purchase and redevelopment of the former Montgomery Ward regional center located at 1000 South Monroe Street and 1900 Washington Boulevard. By a Subordination and Standstill Agreement (the Initial Subordination), the City subordinated the HUD 108 Loan to the development loan of Citi-

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

bank in the amount of \$24,277,659.00 (the Citibank loan). The Citibank loan was used for initial development and tenant improvements to Montgomery Park. The Initial Subordination is recognized in the 108 contract for Loan Guarantee Assistance between the City and HUD. The Citibank loan was for 5 years with two one-year extensions. The Citibank loan was later assumed by Riggs Bank, which in turn was purchased by PNC (the PNC Loan), which continues to hold the PNC loan. The PNC loan also allowed for additional funds to be drawn paying for tenant improvements when new leases were signed. Using this process the PNC loan has increased to a current balance of \$55,000,000.00. In November of 2007, the development team attempted to restructure the PNC loan to add further debt and establish long term permanent financing. The Baltimore Development Corporation (BDC) and the development team presented the Board with a Loan Agreement and Subordination and Standstill Agreement, which the Board approved. Due to issues unrelated to the City's involvement, the new loan did not close and the PNC loan remained in place. The interim loan period ended in 2008 and the development team since that time has been attempting to locate a lender to fund the permanent loan.

In 2011, the City and HUD negotiated a reduction in interest rate and the status of the HUD 108 Loan from an interim status (where interest rate floats) to a permanent loan. The current loan has a term that expires on August 1, 2021. The interest rate on the refinanced HUD 108 Loan is 2.8723% and the loan amount is \$5,865,000.00. The borrower has been making monthly payments on the loan since its origination in 2001. The City's remaining security interest includes a \$2,000,000.00 guarantee from Mr. Himmelrich and a \$1,000,000.00 BEDI reserve. The City also holds a second position mortgage lien on the property.

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BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

The Borrower recently received a commitment from Guggenheim Commercial Real Estate Finance to refinance the existing loan of \$55,000,000.00 and to provide additional funding (the Guggenheim Loan) enabling the borrower to convert the original development loan to a permanent loan. The current interest rate on the PNC loan is 6% and the interest rate on the new loan will be 5.25%. The term of the Guggenheim Loan will be for five years with a thirty year amortization period. The Guggenheim Loan will be secured primarily by a first lien deed of trust on the fee simple interest in the property.

It is expected at settlement that the Borrower will draw down approximately \$55,000,000.00 to pay off the PNC loan. An additional \$15,000,000.00 in Guggenheim Loan funds will be available and retained for future tenant build-out of Montgomery Park tenant lease space. The bank will hold the future build-out funds in a lock box account and release the funding as needed, after considering the debt coverage ratio when the request for funding is made.

According to the terms of the Guggenheim Loan, the Borrower is prohibited from drawing down any funds unless the debt service coverage ratio is greater than 1.50 to 1.00, after taking into account any new leases.

Even though the full amount of the Guggenheim Loan may never be drawn, the City has been asked to execute the Subordination Agreement as it has in the past for previous lenders for this project. The Subordination Agreement provides the City with enhanced guarantees of notification and a standstill period of 120 days in which the City will continue to collect payments through the cure period after an event of default is declared.

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

An updated appraisal performed on March 6, 2012 by Lipman Frizzell & Mitchell, LLC indicates a market value of the Monroe Street property of approximately \$82,000,000.00 as-is and \$100,000,000.00 as-stabilized.

The "as-is value" considers the property in its current, partially leased, condition. With the proposed loan of \$55,000,000.00 and an additional \$15,000,000.00 available for tenant build-out the current Guggenheim Loan to value ratio is 67%. With the addition of the HUD 108 Loan the loan to value ratio is 73%. Although the current loan to value ratio is within an acceptable range for commercial properties, the developer has sought to reduce the risk to the lenders by decreasing the interest rate paid on the debt. In 2011, the refinancing of the HUD 108 Loan from 6.4% to 2.87% decreased the HUD 108 Loan payments substantially. The current superior loan is being reduced from 6% to 5.25%, with an amortization period of 30 years.

As further insurance against default the additional \$15,000,000.00 available under the Guggenheim Loan will be used for tenant build-out only and will be amortized by each tenant lease agreement. Thus, the loan to value ratio should stay constant even as the first debt increases.

Regarding the stabilized appraised value of \$100,000,000.00 and a maximum Guggenheim Loan balance of \$70,000,000.00 the loan to value if funds were fully drawn down would be 70%. With the addition of the HUD 108 Loan in the amount of \$5,500,000.00, the overall loan to value is 75%, which is an acceptable ratio in the lending industry.

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

The developer continues to be current on the HUD 108 Loan and has completed its 10th year of payment on the loan balance.

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 DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and Community Development (DHCD) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an agreement with Bon Secours of Maryland Foundation, Inc. The period of the agreement is January 1, 2012 through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$120,600.00 - 2089-208910-5930-530403-603051
59,400.00 - 2089-208910-5930-530434-603051
\$180,000.00

BACKGROUND/EXPLANATION:

The organization will implement a Clean and Green Program to manage land and implement a community greening strategy by eliminating blighted vacant lots in low and moderate-income areas of Southwest Baltimore by converting the lots into green open space and side yards. In partnership with Goodwill Staffing Services, this program will also provide employment training to area residents, to develop the necessary job skills in order to become gainfully employed in the "green" industries. Participants will receive classroom instruction and on-the-job training, which will include maintenance of previously improved lots.

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:

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2011 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, this agreement was delayed due to final negotiations and processing.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and - Amendment of HOME Loan
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to amend the Board's prior approval of two loans to People's Homesteading Group, Inc. (PHG) by changing the source of funds for the \$65,000.00 from CDBG-R to HOME, and by combining it with the previously approved Home Loan for \$63,300.00 the two loans into one loan in the amount of \$128,300.00 for the 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>
\$128,300.00 - HOME Funds*	\$125,000.00 - Constr./Rehab. Costs
12,000.00 - CDA Community Legacy	10,000.00 - Constr. Contingent
4,000.00 - HOME SEG	23,500.00 - Charges, Interests & Financing Fees
10,000.00 - DSELP State of MD	5,300.00 - Professional Fees & Costs
10,000.00 - Vacants to Value	<u>35,000.00</u> - Settlement Costs
<u>34,500.00</u> - PHG Funds	
\$198,800.00	\$198,800.00

Account: 9910-905095

ACKGROUND/EXPLANATION:

On December 7, 2011, the Board approved two loans to the PHG: 1) A HOME loan in the amount of \$63,300.00 and, 2) a Community Development Block Grant - Rehabilitation loan (CDBG-R) in the amount of \$65,000.00 for a total amount of \$128,300.00.

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

The requested amendment will allow the proceeds of the HOME loan to be used to assist with the hard construction costs for the rehabilitation of 429 E. 22nd Street.

Since 2005, the PHG 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 their 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 (HOME) funds in the aggregate principal amount of \$560,000.00 and sold to first-time homebuyers with incomes at or below 80% of the area median income, adjusted for family size (AMI). The remaining two units (417 and 443 E. 22nd Street) are to be renovated by using private financing and sold to market-rate homebuyers.

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 attempting to continue this redevelopment of the 400 block of E. 22nd Street by renovating and selling the unit at 429 E. 22nd Street (the Property). The unit is a three-story townhouse with four bedrooms, two-and-a-half baths, and an unfinished basement and contains approximately 2,300 square feet. Because the unit is historic in nature, the PHG is required to comply with all architectural and historic standards.

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

In 2011, the PHG believed that market conditions had improved enough to allow it to complete and sell the unit in a timely manner.

The CDBG-R funds that the Board approved included a spending deadline. Because the Borrower was not in a position to advance the project in 2011 and early 2012, and therefore was unable to comply with the programmatic guidelines for the usage of the funds, the Department was required to use these funds on a different project. The project, however, is still important for the continued redevelopment of the Barclay neighborhood. Therefore, the Department is requesting approval to change the source of the \$65,000.00 loan from CDBG-R to HOME and to combine the two loans into a single HOME loan of \$128,300.00.

Staff have reviewed the project costs and believes that the HOME loan, in addition to the other sources described above, will be sufficient to allow rehabilitation to be finished. Once that occurs, the PHG will sell the unit to a first-time homebuyer with an income at or below 80% AMI.

To date, the PHG has already expended approximately \$22,000.00 for acquisition of the property from the City and \$173,000.00 for stabilization and preliminary renovation activities, for a total of \$195,000.00. These amounts are in addition to the sources and uses described above.

Based on the Department's underwriting, it has been determined that the homebuyer's first mortgage should not exceed \$180,000.00. (Because of the nature of the sources, the actual purchase price may be higher than this amount, depending on the appraisal, but the homebuyer's monthly principal and interest payments will be based solely on the first mortgage obtained.)

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

The Borrower believes that this price will meet current market conditions. To qualify, the homebuyer must have an annual income that will not exceed approximately \$55,000.00 (to be adjusted for family size). To ensure affordability and other programmatic requirements, the homebuyer will execute standard documents for the HOME Program, including a Regulatory Agreement (the Buyer Regulatory Agreement) with a period of affordability not to exceed ten years (the period of affordability) to secure the HOME loan and compliance with program requirements.

Participating Parties:

- A. Developer: People's Homesteading Group, Inc. will be the developer of the record.
- B. General Contractor: New City Construction Company, LLC will be the general contractor and will be required to post 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 has a line of credit with the Bank up to \$425,000.00, with a maturity date of October 9, 2012, and an interest rate of 6.50%. The outstanding balance owed on the loan is \$194,098.18. Monthly interest only payments are approximately \$1,060.00.

DHCD will provide a HOME Investment Partnership Program Loan in an amount not to exceed \$128,300.00. The HOME loan will have an interest rate of 0% per annum on sums advanced and a maturity date of nine months from the date of Board approval.

In order to help buy down the cost of the unit, the Department will apply \$88,300.00 of the HOME Loan as a development subsidy. The remaining \$40,000.00 of HOME funds will be a direct homebuyer subsidy (the Buyer HOME Loan)

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

evidenced by a promissory note and structured as an unsecured loan with a term not to exceed ten years commencing on the date of purchase with an interest rate of 0% per annum. The homebuyer will execute and record the Buyer Regulatory Agreement. Under the terms of the Buyer Regulatory Agreement, if the homebuyer complies with all of the terms and covenants of the Buyer HOME Loan through the period of affordability, the loan will be forgiven in its entirety. In event a conveyance or a refinance occurs during the period of affordability, the homebuyer will be required to repay the Department all or a portion of the loan from net proceeds of sales depending on the length time the homebuyer has lived in the unit.

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.

TRANSFER OF FUNDS

\$65,000.00	9910-926010-9609	9910-905095-9610
Federal	HOME - FY 2010	People's Homesteading
FY 2010	Reserve A/C	Group

This transfer will provide Federal HOME funds to 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

06/27/2012

Department of Housing and - Third Party Construction
Community Development (DHCD) Inspection Services

ACTION REQUESTED OF B/E:

The Board is requested to approve the following construction inspections firms to provide third party inspection services under the HOME Investment Partnerships Program (the "HOME Program"):

- Landen McCall & Associates
- Clifton Company, LLC
- Bayview Enterprises, Inc.
- Mimar Architects, Inc.

The Board is further requested to authorize the Commissioner of the DHCD or his designee to execute any and all documents to effectuate this transaction subject to approval for form and legal sufficiency by the Law Department.

AMOUNT OF MONEY AND SOURCE:

No City funds will be required.

BACKGROUND/EXPLANATION:

The DHCD's Office of Project Finance administers Federal and non-Federal funds to aid in financing the development of rental residential housing, homeownership units, and community facilities on a project-by-project basis. Development projects that use funds procured through the DHCD are inspected on a periodic basis by the Office of Project Finance during the construction phase of the project. The purpose of the inspections are threefold: 1.) the inspector functions as the eyes and ears of the DHCD in the field, 2.) the inspector determines on behalf of the DHCD that construction has been

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

performed in a satisfactory and workmanlike manner, and 3.) the inspector verifies that all materials purchased and work performed on the project is consistent with the requisition submitted for payment by the project developer.

In prior years, it has been necessary to utilize third-party professional inspection firms in addition to the Department's in-house inspectors, in certain instances, particularly when the size and scope of the HOME-funded development projects undertaken by the Office of Project Finance became more complex.

A Notice of Advertisement was posted on the DHCD's web page on November 11, 2011. The Request for Proposals ("RFP B-2011") document was published in the Baltimore Sun on November 20, 2011.

An in-house review committee selected the following four firms to provide inspection services on an as-needed basis:

- Landen McCall & Associates
- Clifton Company, LLC
- Bayview Enterprises, Inc.
- Mimar Architects, Inc.

The review committee reviewed and scored the proposals on six criteria: 1.) capability to perform the required services, 2.) qualifications of assigned personnel, 3.) demonstration of relevant experience, 4.) demonstration of knowledge of applicable regulations, 5.) MBE/WBE Participation, and 6.) the proposed fee. The review committee recommended the selection of two MBE firms, one WBE firm, and one non-MBE firm to perform the required inspection services.

The above-listed firms will be placed on an eligibility list for a term not-to-exceed three years. The DHCD will only select from

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

the eligibility list if the in-house inspectors' schedules will not permit an inspection. Upon the selection of a third party inspector for a particular project, an agreement covering that project will be obtained from the vendor.

The DHCD has established a maximum price range for services required. For all services rendered under the inspection agreement, the hourly rate will be \$80.00 - \$115.00 per hour based upon the following criteria: attendance at lenders' pre-construction meetings, review of construction plans, specifications and permits, single family versus multi-family development, rehabilitation versus new construction, construction timeframes and job complexity, level of construction, estimating requirements (if applicable), number of progress meetings, draw meetings, site visits required, and the number of construction/draw reports written.

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 a waiver or exception has been made.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and - Local Government Resolution
Community Development

The Board is requested to approve and authorize execution of the following local government resolution:

<u>Organization</u>	<u>Amount</u>
1. TELESIS BALTIMORE BARCLAY	\$3,294,947.00
RENTAL PHASE II	
	\$2,000,000.00 (MD DHCD-RHPP)
	\$1,294,947.00 (LIHTC)

The organization is applying to the State of Maryland's Rental Housing Production Program (RHPP) and Low-Income Housing Tax Credit (LIHTC) Program. A local government resolution of support is required by the State for all applications to these programs for funding.

The Barclay Square Phase 2 - Rental Housing Project will involve the acquisition, rehabilitation, and the new construction of a housing development project consisting of 69 affordable rental housing units. This rental housing project represents the second phase of a comprehensive redevelopment plan for the Barclay-Midway-Old Goucher neighborhood.

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 waiver or exception has been made.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest for the property at 1119 N. Dallas Street by gift from TRF Development Partners-Oliver, LLC, **SUBJECT** to any outstanding municipal liens.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - No Funds will be expended

BACKGROUND/EXPLANATION:

The property owner, TRF Development Partners-Oliver, LLC, will donate the vacant lot to the City as a contribution to the Oliver Project. TRF Development Partners-Oliver, LLC will pay all outstanding liens at the time of settlement. The liens total approximately \$23.69, and are itemized as follows:

Cut High Grass	\$23.69
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The Commissioner of the Department of Housing and Community Development has made the required determination with regard to this property. The property will be redeveloped.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest for the property at 1640 Ellsworth Street by gift from TRF Development Partners-Oliver, LLC, **SUBJECT** to any outstanding municipal liens.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - No Funds will be expended

BACKGROUND/EXPLANATION:

The property owner, TRF Development Partners-Oliver, LLC, will donate the vacant lot to the City as a contribution to the Oliver Project. TRF Development Partners-Oliver, LLC will pay all outstanding liens at the time of settlement. The liens total approximately \$243.68, and are itemized as follows:

Real Property	\$ 47.60
Miscellaneous	<u>196.08</u>
	<u>\$243.68</u>

The Commissioner of the Department of Housing and Community Development has made the required determination with regard to this property. The property will be redeveloped.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with 2812 Strathmore Ave., LLC, developer, for the sale of City-owned properties located at 1705 and 1707 Guilford Avenue.

AMOUNT OF MONEY AND SOURCE:

\$12,000.00 - 1705 Guilford Avenue
12,000.00 - 1707 Guilford Avenue
\$24,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will consist of the rehabilitation of two vacant properties into two single family homes. Once the rehabilitation of the properties is complete, the properties will be marketed for sale to first-time homebuyers. The developer has successfully completed several projects of this type in the Greenmount West community.

The construction cost will be approximately \$163,000.00 per property. The developer has a commitment letter from Chesapeake Development, LLC for a loan in the amount of \$400,000.00 to finance the construction.

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS:

Pursuant to the appraisal policy of Baltimore City, the Waiver Valuation process was used in lieu of an appraisal; the properties were valued at \$16,000.00 each. The properties are being sold for \$12,000.00 each, which is below the price determined because of the following factors:

- a) specific benefit to the immediate community,
- b) elimination of blight, and
- c) economic development, creation of real estate and other taxes.

MBE/WBE PARTICIPATION:

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they are valued at less than \$50,000.00.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Health Department - Agreements and Amendment to Agreements

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

AGREEMENTS

1. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. (BSAS)** **\$100,500.00**

Account: 4000-497812-3070-287500-603051

The BSAS will implement treatment services for the Project Title "The Baltimore City Adult District Court Drug Court Expansion and Enhancement Program". The Bureau of Justice Drug Court Project will expand the Baltimore City Adult District Court's Drug Treatment Court Program to further assist non-violent offenders with successful rehabilitation from the use of drugs and alcohol, and bring out meaningful behavioral and lifestyle changes. The goals will be accomplished by utilizing the cooperative effort between the Health Department, the BSAS, and the District Court of Maryland, Office of Problem Solving Courts, the Office of the Public Defender, the State's Attorney's Office, the Department of Probation and Parole, local treatment provides, and non-profit agencies. The period of the agreement is October 01, 2011 through September 30, 2012.

This agreement is being presented at this time because the Department was waiting for a suitable budget and scope of work.

MWBOO GRANTED A WAIVER.

2. **CENTER FOR A HEALTHY MARYLAND, INC. (CENTER)** **\$ 40,000.00**

Account: 4000-424212-3030-513208603051

The Center will educate obstetricians delivering in Maryland on identifying, screening, referral, and coordinating care for prenatal patients abusing substances, and educate substance abuse counselors in Maryland about the unique needs of treating pregnant women. The period of the agreement July 01, 2011 through June 30, 2012.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Health Dept. - cont'd

This agreement is being presented at this time due to receiving request late in grant year.

3. **HEALTH CARE FOR THE HOMELESS, INC. (HCH)** **\$ 62,351.00**

Account: 4000-424512-3023-274460-603051

The HCH will provide HIV Minority AIDS Initiative Outreach for the Ryan White Part B Program. The HCH will provide outreach and engagement services and entitlement assistance to HIV+ persons experiencing homelessness who are not in care or who have fallen out of care. The period of the agreement is July 01, 2011 through June 30, 2012.

The agreement is being presented at this time because the Infectious Disease and Environmental Health Administration (IDEA) programmatically manages Ryan White Part B services. The IDEA selects the providers through a competitive Request for Proposal process. The providers are asked to submit a budget; budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

MWBOO GRANTED A WAIVER.

4. **HEALTH CARE FOR THE HOMELESS, INC. (HCH)** **\$ 23,000.00**

Account: 4000-424212-3030-513212-603051

The HCH will provide Health Education and Risk Reduction Services to homeless substance abusers. The HCH will prevent new HIV infections among homeless intravenous drug users in Baltimore City. The program participants will demonstrate increases in knowledge of HIV/AIDS, modes of

AGENDA

BOARD OF ESTIMATES

06/27/2012

Health Dept. - cont'd

transmission; risk reduction strategies; perceived risk for and severity of HIV/STD infection; mechanical skills and self-efficacy for proper condom use and needle cleaning; intentions to adopt safer sexual and needle-using behaviors; knowledge of their HIV serostatus; and intentions to seek drug treatment services, when applicable. The period of the agreement is January 01, 2012 through June 30, 2012.

This agreement is late because it was received late in the grant year.

5. INTERGROUP SERVICES, INC. \$684,082.00

Account: 4000-427712-3023-274404-603051

The organization will provide technical, research and administrative support services associated with carrying out legislatively mandated functions of the Baltimore Eligible Metropolitan Area Ryan White Part A Services. The period of the agreement is March 01, 2012 through February 28, 2013.

This agreement is late because it was just finalized.

MWBOO GRANTED A WAIVER.

6. SISTERS TOGETHER AND REACHING, INC. (STAR) \$ 28,807.00

Account: 4000-424212-3030-513208-603051

STAR will provide health education and risk reduction (HERR) - to prevent new HIV infections among women in

AGENDA

BOARD OF ESTIMATES

06/27/2012

Health Dept. - cont'd

Baltimore City who engage in behaviors that put them at high risk for becoming HIV infected. The period of the agreement is January 1, 2012 through June 30, 2012.

This agreement is late because it was recently received from provider.

7. **TRAINING RESOURCES NETWORK, \$200,000.00**
INC. (TRN)

Account: 4000-427712-3023-273315-603051

The TRN will work in conjunction with the Department's Clinical Quality Management staff to effectively manage and implement an Eligible Metropolitan Area (EMA)-wide clinical quality management program. The program will enhance the development, delivery, and availability of HIV services throughout the EMA. The period of the agreement is March 01, 2012 through February 28, 2013.

This agreement is late because it was just completed.

MWBOO GRANTED A WAIVER.

AMENDMENT TO AGREEMENTS

8. **ALMOST HOME II ASSISTED LIVING, \$ 3,250.00**
INC./4813 GWYNN OAK AVENUE

Account: 5000-534012-3044-273302-603051

On August 17, 2011, the Board approved the original agreement in the amount of \$7,800.00 for the period July 1, 2011 through June 30, 2012.

The number of eligible subsidized residents changed at this facility. The Department is increasing the agreement by \$3,250.00, making the total agreement \$11,050.00.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Health Dept. - cont'd

9. **BETTY & DEBBIE'S FAMILY PLACE, (\$ 3,250.00)**
INC./5411 WALTHER AVENUE

Account: 5000-534012-3044-273302-603051

On August 31, 2011, the Board approved the original agreement in the amount of \$7,800.00 for the period July 1, 2011 through June 30, 2012.

This amendment will reduce the agreement by \$3,250.00, making the total agreement \$4,550.00. This reduction reflects a decrease in the actual number of subsidized residents living at this facility during the contract period.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Finance/ - FY 2013 Renewal for Baltimore City
Office of Risk Management Aircraft Hull & Liability Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Baltimore City Aircraft Hull and Liability Insurance Policy. The period of the renewal is effective on July 01, 2012 for one year.

AMOUNT OF MONEY AND SOURCE:

\$118,134.00 - 1001-000000-2010-197800-603014

BACKGROUND/EXPLANATION:

This insurance policy provides both liability and hull coverage for the Baltimore Police Department's fleet of helicopters. Coverage is being renewed with the incumbent carrier, Global Aerospace at no change in rate. The renewal quote is based upon the existing fleet of four aircrafts, as the first two replacement aircrafts are not expected to be delivered until the middle of July.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Finance/ - FY 2013 Renewal of Employee
Office of Risk Management Crime Insurance Coverage

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of Mayor & City Council of Baltimore and the Baltimore City Public School System Employee Crime Insurance Policy. The period of the renewal is effective on July 01, 2012 for one year.

AMOUNT OF MONEY AND SOURCE:

\$17,351.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This insurance policy will provide coverage for the loss of money, securities, or other financial instruments for which the Mayor & City Council of Baltimore and the Baltimore City Public School System are legally liable. The marketplace is limited. The Chartis Insurance Company will continue to provide this coverage for the coming year. The policy has a \$1,000,000.00 per occurrence limit, with a per occurrence deductible of \$10,000.00.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Finance/ - FY 2013 Renewal of GPS Tracking
Office of Risk Management Systems Insurance Coverage

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of insurance coverage for GPS tracking systems installed on Baltimore City Public School System and vendor-owned school buses. The period of the renewal is effective July 01, 2012 for one year.

AMOUNT OF MONEY AND SOURCE:

\$8,504.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy provides theft and direct physical damage for GPS tracking units installed in 30 Baltimore City Public School System buses and 350 vendor owned buses. Insurance is being provided by the incumbent carrier, AGCS Marine Insurance Company at a 5% rate increase.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Finance/ - FY 2013 Renewal of Master
Office of Risk Management Property Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Master Property Insurance Policy to cover the real and personal property of the Mayor and City Council and the Baltimore City Public School System. The period of the renewal is effective on July 01, 2012 for one year.

AMOUNT OF MONEY AND SOURCE:

\$2,334,935.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

The Master Property Insurance Policy renewal is through the incumbent carrier, Lexington Insurance Company. This policy covers the real and personal property of the Mayor and City Council and the Baltimore City Public School System.

Two years ago, 13 markets were approached and declined based on target pricing and limited capacity for this class of business. Last year, due to the state of the property market and increased claims activity, our brokers reached out to another leader in the property market place, Travelers Insurance, who expressed no interest except at increased premiums. Because of the double snowstorms during the winter of 2010, in addition to the recent market loss activity such as spring floods, tornadoes, tsunami, earthquake activity across multiple states, and market tightening, the Office of Risk Management (Risk Management) once again anticipated a challenging renewal process for this very important insurance placement.

As a result of the snowstorms, the City incurred \$4,007,350.00 in losses to real property. With these obstacles to face, Risk Management feels it is best to work with the incumbent carrier only, to obtain the most competitive pricing and comprehensive

AGENDA

BOARD OF ESTIMATES

06/27/2012

Office of Risk Management - cont'd

plan. The renewal price reflects an 8% increase which is attributed to the frequency and severity of our claims, as well as market loss activity and expectations for increased Atlantic Coast loss estimates for hurricane and wind. However, our rate of .0378 still remains very competitive at less than \$0.04 per \$100.00 of coverage.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Finance/ - FY 2013 Renewal of Directors
Office of Risk Management and Officers Insurance

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of insurance for Directors and Officers. The period of the renewal is effective July 01, 2012 through July 01, 2013.

AMOUNT OF MONEY AND SOURCE:

\$23,330.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

On May 5, 2010, the Board renewed a May 11, 2005 Resolution, whereas the City would indemnify and save harmless the directors, officers, and employees of certain non-profit quasi-corporations from monetary loss sustained by them due to acts of negligence while in the performance of their duties as directors, officers and employees of said non-profit corporations. This coverage is being renewed with the incumbent carrier, Zurich, at the same terms and conditions as the expiring policy. The renewal premium of \$23,330.00 represents a 3% rate increase.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Finance - Application, Group Fixed Deferred Annuity Agreement, and Letter Agreement for New Investment Option for the City's Deferred Compensation Plan

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an application for Group Annuity Contract, the Group Fixed Deferred Annuity Contract, and the Letter Agreement with Great-West Life & Annuity Insurance Company (Great-West) and Wells Fargo Bank, N.A. for a new investment option called the Maxim SecureFoundationSM Balanced Portfolio.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Deferred Compensation Committee, with the assistance of a consultant, has finalized a contract with Great-West for the Maxim SecureFoundationSM Balanced Portfolio. This will allow participants to invest in an annuity product.

The Deferred Compensation Committee would like to add this product as an investment choice in the Deferred Compensation Plan to allow participants the option of further diversifying their investments. This product, under certain conditions, offers participants a guarantee of retirement income for life, regardless of negative market performance or how long a participant lives.

(The Group Fixed Deferred Annuity Contract and the Letter Agreement has been approved by the Law Department as to form and legal sufficiency.)

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

58 - 84

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Department of Planning

	<u>Hourly Rate</u>	<u>Amount</u>
1. JOHN TRAVIS PATE	\$25.64	\$23,307.00

Account: 1001-000000-1220-146350-6010099

Mr. Pate will work as a Research Analyst. His duties will include but are not limited to collecting, compiling, verifying, analyzing, interpreting and reviewing data and statistics on City agency programs for the Department. This information will be used in proposals, presentations and recommendations, detailed reports, charts, graphs, statistical tabulations and other documents using various data and statistics for staff. He will develop data collections procedures and forms, and data analysis techniques. He will collect, organize, and evaluate data from a wide variety of sources to determine the importance, significance, and reliability for use in preparing reports. He will assist City planners in mapping, charting, and geographic information systems analysis of census related and demographic data for planning and grant reports, attend meetings, participate in meetings and make recommendations. The period of the agreement is July 9, 2012 through January 4, 2013.

Health Department

2. DELLA YVONNE DUNCAN	\$13.00	\$ 6,760.00
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Account: 4000-499012-3030-513100-601009

Ms. Duncan will continue to work as a Community Outreach Worker/Special Populations for the STD/HIV Prevention Program. Her duties will include, but will not be limited

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Dept. - cont'd

Hourly Rate

Amount

to STD/HIV testing in community settings with high incidence of syphilis and/or HIV infection, identifying venues and key community stakeholders to reach priority populations such as youth and Men Who Have Sex with Men. She will also provide client-based health education and risk reduction counseling for STD/HIV prevention, complete intake forms, client logs and other paper work associated with the outreach testing program, and assist with the collection of gonorrhea and chlamydia specimens. The period of the agreement is July 1, 2012 through December 31, 2012.

3. **WILMA J. BROWN** \$19.00 **\$36,210.20**

Account: 5000-533813-3044-273300-601009

Ms. Brown will serve as a Program Assistant II for the Money Follows the Person Program. Her duties will include, but are not limited to receiving referrals through the tracking system, entering data in the tracking system, and participating in monthly meetings. Ms. Brown will also be responsible for providing placement counseling for residents that are not eligible, meeting with nursing home residents and/or family who are interested in transitioning to the community; providing education regarding the various waiver and Medical Assistance services programs, non-state programs and other community resources, and application assistance. The period of the agreement is July 1, 2012 through June 30, 2013.

4. **FLORA CALDWELL-DAUGHTRY** \$16.00 **\$19,200.00**

Account: 4000-426213-3100-306800-601009

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<p>Ms. Caldwell-Daughtry, retiree, will work as an Accounting Assistant II for the Adult Evaluation and Review Services (AERS). Her duties will include, but are not limited to providing administrative assistance, designing and maintaining the AERS database and the billing information database, and tracking and recording incoming revenue. She will also be responsible for collecting and compiling data for statistical reports; assisting with the identification of funding sources to support program initiatives and assisting with the development of grant applications. The period of the agreement is July 1, 2012 through June 30, 2013.</p>		
5. ADA V. MOORE, R.N.	\$26.84	\$32,208.00

Account: 4000-424613-3080-294500-601009

Ms. Moore, retiree, will continue to work as a Community Health Nurse II for the Bureau of Clinical Services. She will provide immunizations and health education in the child and adult immunization clinics. She will also assist with investigations of reported vaccine-preventable disease outbreaks. The period of the agreement is July 1, 2012 through June 30, 2013.

6. ANDRE L. HARRY	\$15.00	\$ 7,800.00
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Account: 6000-627813-3080-294400-601009

Mr. Harry will work as Youth Development Aides/Tutor in the Carrera-Young Executives After-School Program. He will be responsible for providing homework assistance, tutorial

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
and college preparation assistance, and individual instruction to participants with specific education deficits in high level Math and/or English. In addition he will maintain folders/records on individual students to assist in skill building and helping build educational resources and updating educational areas quarterly. The period of the agreement is July 1, 2012 through June 30, 2013.		
7. LEONA L. TRUELOVE	\$35.00	\$42,000.00

Account: 4000-497313-3041-688201-601009

Ms. Truelove, retiree, will continue to work as a Health Program Administrator III. She will be responsible for assisting the Director, Office of Chronic Disease, with program, budget, and administrative work to support the Cardiovascular Initiative and the Baltimore City Cancer Prevention Education Screening and Treatment Program. She will also monitor and edit the database for the Baltimore City Cancer Prevention Education Screening and Treatment Program to ensure accurate patient data and provide program updates and data. She will write grant applications; assist the Grants Development Office as a technical writer. In addition, Ms. Truelove will serve on the Grant Review Committee for the Tobacco Use Prevention and Cessation Program. The period of the agreement is July 1, 2012 through June 30, 2013.

8. JOHN LAWS NICKENS, D.D.S.	\$66.00	\$85,800.00
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Account: 1001-000000-3030-271993-601009

Mr. Nickens will continue to provide general dentistry procedures i.e., diagnostic, preventive, periodontal, restorative and fixed prosthodontics, and minor oral surgery treatment and provide on-site supervision over public health hygienist and clinic staff. The hourly rate is a 10% increase from the prior contract period. The period of the agreement is July 1, 2012 through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

9. **ROEH BEN ISRA-EL** \$16.16 **\$29,411.20**

Account: 6000-624010-3030-273296-601009

Mr. Isra-El, formerly named Bernard L. Conaway, will continue to serve as a Patient Care Coordinator. He will monitor and provide follow-up assistance for students and registration assistance for older adults seeking dental assistance within the Giving Retired Adults Mighty Smiles (GRAMS*) Program. He will provide dental program linkages to agencies that refer to the dental clinic and provide program information and referral assistance to community groups and organizations. The period of the agreement is July 1, 2012 through June 30, 2013.

10. **CHANAGRA O. MASSEY** \$35.00 **\$66,430.00**

Account: 4000-497312-3041-688202-601009

Ms. Massey will continue to work as a Dental Hygienist/Cancer Specialist. Her duties will include screening community members for oral cancer utilizing methods and eligibility processes approved by the Maryland Department of Health and Mental Hygiene dental program. Ms. Massey will provide additional clinical tests if cancer is suspected, refer clients who do not have signs of cancer to free/low-cost dental services and collect personal information on screened individuals. She will confer with the Director of the Dental Program on suspected cancer cases, assist in education of community dentists on the importance of oral cancer screening, attend health fairs where screening services will be provided, as well as attend monthly meetings with education and clinical staff and weekly meetings with case manager to discuss potential findings of cancers. The period of the agreement is July 1, 2012 through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
11. STEPHANIE S. REGENOLD	\$37.13	\$28,961.40

Account: 5000-530013-3080-595800-601009

Ms. Regenold will continue to work as a Senior Infant Health Advisor for the Bureau of Maternal and Infant Care. She will be responsible for analyzing epidemiologic data related to birth outcomes for improved program decision-making, preparing relevant materials for and actively participating in Fetal and Infant Mortality Review. She will also attend meetings, conduct presentations, and other services for the program. She will also collaborate with the Bureau Chief to implement the strategy to improve birth outcomes in Baltimore City. The period of the agreement is July 1, 2012 through June 30, 2013.

12. GERRY WATERFIELD	\$43.68	\$50,232.00
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Account: 6000-624913-3100-295900-601009

Ms. Waterfield will work as a School Based Health Center Administrator. Her duties will include, but not be limited to providing consultation to the Clinical Director and other staff, serving as the representative on various State and local committees, and attending meetings. She will also be responsible for coordinating with Baltimore City Health Department and Maryland State labs; assisting staff to maintain compliance with CLIA lab standards; assisting with the preparation of local, state and federal grant reports and collecting and reviewing data for annual surveys. She will provide clinical coverage as needed during emergencies and assist with ordering and filling of medication. The period of the agreement is July 1, 2012 through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
13. MARGARET DIETRICH	\$25.00	\$ 1,750.00

Account: 1001-000000-2401-258300-601009

Ms. Dietrich will work as an Animal Hearing Panel Member. She will be responsible for providing the resolution of disputes arising from the enforcement of Title 10 of the Baltimore City Code. The period of agreement is July 1, 2012 through June 30, 2013.

14. SOPHIA M. KROME, R.N.	\$30.00	\$23,940.00
15. JENNIFER PANKEY, R.N.	\$30.00	\$23,940.00

Account: 5000-524306-3080-290700-601009

Ms. Krome and Ms. Pankey, retirees, will work as Community Health Nurse IIs. They will be responsible for assessing, planning, and evaluating patient care in the home, interviewing and assessing health needs of individuals, families, and analyzing and interpreting assessment findings for health and welfare professionals. In addition, they will develop nursing care plans for patients receiving skilled and non-skilled nursing care and provide preventive health education and community resources to improve the health status of individuals and families. The period of the agreement is July 1, 2012 through June 30, 2013.

16. JAMIKA L. YOCHIM	\$45.00	\$81,900.00
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Account: 6000-624010-3030-273200-601009

Ms. Yochim will work as a Clinical Dental Hygienist for the Dental Program. She will be responsible for providing services within the Eastern and Druid Dental clinics and at

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

Hourly Rate

Amount

designated outreach facilities and events. Her duties will include, but will not be limited to providing diagnostic, preventive and periodontal dental care to clinic patients. She will also provide oral health education to clinic patients, outreach to participants, participant family members, and facilities staff. Ms. Yochim will also serve as a patient referral source for clinic services, participate in and monitors out-reach activities and outcomes. The hourly rate is an increase of 13% from the previous contract. The period of the agreement is July 1, 2012 through June 30, 2013.

- | | | | |
|-----|---|---------|--------------------|
| 17. | HENRY R. WILLIAMS, JR.,
D.D.S. | \$85.00 | \$17,680.00 |
|-----|---|---------|--------------------|

Account: 1001-000000-3030-271991-601009

Mr. Williams will continue to provide services as an Oral Surgeon. He will be responsible for performing complicated oral surgery procedures on patients treated in the Health Department's clinics located in the Druid and Eastern Health Centers. The hourly rate is an increase of 6% from the previous contract. The period of the agreement is July 1, 2012 through June 30, 2013.

18. Create the following position:

74137 - City Planner, II
Grade 113 (\$46,700.00 - \$65,500.00)
Job No.: To be assigned by BBMR

Costs: \$67,527.00 - 4000-423112-3150-307900-601001

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department - cont'd

19. a. Re-Title and upgrade the following class:

From: 61121 - Clinical Director, School-Based
Health Centers
Grade 119 (\$61,900.00 - \$87,500.00)

To: 61121 - Clinical Director, Health Center
Grade 120 (\$64,800.00 - \$91,100.00)

b. Reclassify the following vacant position:

From: 62295 - Nurse Practitioner Supervisor
Grade 115 (\$51,000.00 - \$72,200.00)
Job No.: 3080-14620

To: 61121 - Clinical Director, Health Center
Grade 120 (\$64,800.00 - \$91,100.00)

c. Abolish the following class:

62295 - Nurse Practitioner Supervisor
Grade 115 (\$51,000.00 - \$72,200.00)

Costs: \$15,795.00 4000-422712-3080-271200-601001

PERSONNELDepartment of Human Resources

20. Change the effective date for the adjusted hourly pay rates for the following classes:

- a. 10221 - School Health Aide
Grade 032 (\$13.64 - \$14.55)
- b. 10223 - Licensed Practical Nurse
Grade 034 (\$17.45 - \$19.92)
- c. 10225 - Community Health Nurse II
Grade 036 (\$29.65 - \$34.05)
- d. 10222 - Medical Office Assistant
Grade 033 (\$14.82 - \$17.07)
- e. 10224 - Community Health Nurse I
Grade 035 (\$25.18 - \$29.77)
- f. 10226 - Nurse Practitioner
Grade 037 (\$34.63 - \$39.62)

On May 23, 2012, the Board approved the recommendation to increase the hourly rates for the above six classifications effective July 1, 2011. However, the effective date should be the date of the Board's approval. The Board is requested to approve the correction to the change to the effective date from July 1, 2011 to May 23, 2012.

There are no costs associated with this action.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Health Department, Bureau of Environmental Services

21. a. Reclassify the following vacant position:

From: 42516 - Director Bureau of Environmental Services
Grade 119 (\$61,900.00 - \$87,500.00)
Job No.: 3020-14227

To: 10172 - Division Chief II
Grade 952 (\$62,700.00 - \$90,900.00)

b. Abolish the following class:

42516 - Director, Bureau of Environmental Services
Grade 119 (\$61,900.000 - \$87,500.000)

Costs: \$947.00 1001-000000-3021-268600-601001

Circuit Court for Baltimore City

22. **ANGELA LOWRY** \$34.09 **\$65,000.00**

Account: 5000-540312-1100-109400-601009

Ms. Lowry will continue to work as a Drug Court Coordinator. She will be responsible for planning, developing, implementing, and evaluating components of the Drug Treatment Court (DTC) program and acting as liaison with the drug treatment system, as well as other agencies to ensure effective coordination of resources and activities. Ms. Lowry will ensure implementation and compliance with local and statewide management information systems for reporting performance measures and standard data elements to monitor and evaluate the DTC and its impact. In addition she will research available grant funding, legislative funding or other annual funding, and develop grant proposals. The period of the agreement is July 27, 2012 through July 26, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Circuit Court - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
23. VALERIE McKEIVER	\$21.16	\$40,000.00

Account: 5000-540312-1100-109400-601009

Ms. McKeiver will continue to work as a Drug Court Case Manager. She will be responsible for overseeing the ancillary service component of the program, developing case plans, facilitating access to services, and providing reports to the Judiciary. The period of the agreement is July 1, 2012 through June 30, 2013.

24. DERRICK DIAS	\$22.70	\$ 43,350.00
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Account: 5000-544412-1100-117000-601009

Mr. Dias will continue to work as an IT Specialist for the Circuit Court Information Technology Division. He will be responsible for investigating, resolving, documenting and/or coordinating computer, telephone, blackberrys/cell phones, docket display, telephonic conferencing, software applications, printer/fax, and network connectivity issues. In addition, Mr. Dias will design, program, and maintain databases that serve inventory and documentation purposes for various administrative functions. He will provide support services for potentially new and deployed court technology projects and provide other support functions such as training, print shop and coordination of computer supplies. The salary shows a 2% increase from the previous contract period. The period of the agreement is July 1, 2012 through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Office of the City Council President</u>		
25. MICHAEL SWIFT	\$90.00	\$ 6,750.00

Account: 1001-000000-1000-104800-601009

Mr. Swift will work as a Parliamentarian and report to the President of the City Council. Mr. Swift is a Professional Registered Parliamentarian and a Certified Professional Parliamentarian. His duties will include, but will not be limited to attending City Council meetings, providing technical support to the President of the City Council, and providing advice on parliamentary procedures. Mr. Swift will also review and comment on questions regarding parliamentary procedures and educate the President and City Council on parliamentary procedures. The period of the agreement is effective upon Board approval for 12 months.

Comptroller's Office

26. FRED WRIGHT	\$17.98	\$34,301.00
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Account: 1001-000000-1300-157300-601009

Mr. Wright, retiree, will continue to work as a Special Assistant. He will be responsible for providing for the safety and well-being of the Comptroller and escorting the Comptroller to meetings and public events. Mr. Wright will supervise the maintenance of vehicles assigned to the Comptroller, deliver Citations and Resolutions to constituents, and assist with the processing of Board of Estimates' materials, and perform other duties, as assigned. The salary shows a 2% increase from the previous contract period. The period of the agreement is June 28, 2012 through July 27, 2013.

THE OFFICE OF THE COMPTROLLER IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED, AS OUTLINED IN THE CITY'S ADMINISTRATIVE MANUAL 212-1 PART I - RETIREES.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u>		
27. FRED D. WRIGHT	\$14.42	\$30,000.00
<p>Mr. Wright, retiree, will continue to work as a Contract Service Specialist (CODIS Administrative Assistant) for the Laboratory Section. He will be responsible for processing Investigative Notices from the MSP Lab/Convicted Offender labs participating in the National DNA Index System and DNA Case Tracking data entry/Liaison for the Criminal Investigative Division. The period of the agreement is July 14, 2012 through July 13, 2013.</p>		
28. DONALD F. KRAMER	\$14.42	\$30,000.00
<p>Mr. Kramer, retiree, will continue to work as a Contract Service Specialist for the Education and Training Section - Armory. He will be responsible for the regular maintenance of duty weapons for every entity of the agency, including Patrol and WATF, etc. Mr. Kramer will also repair weapons on sight and establish procedures for inspection and in-depth cleaning of handguns. The period of the agreement is July 14, 2012 through July 13, 2013.</p>		
29. EDNA M. PRICE	\$14.42	\$30,000.00
<p>Ms. Price, retiree, will continue to work as a Contract Service Specialist for the Property/Evidence Control Section. She will be responsible for receiving property/evidence submissions from officers/lab personnel, ensuring the accuracy of paperwork, and entering information into the tracking system. In addition, Ms. Price will be responsible releasing property to personnel for further examination/or as evidence for court. The period of the agreement is July 14, 2012 through July 13, 2013.</p>		

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Police Dept. - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
30. SHONDA D. WILLIAMS	\$14.42	\$30,000.00

Ms. Williams, retiree, will continue to work as a Contract Service Specialist for the Central Records Section. She will be responsible for approving offense reports after the Police Report Reviewer has reviewed them and verifying information on RMS to ensure that it matches the offence report. The period of the agreement is July 14, 2012 through July 13, 2013.

31. KENNETH C. EYSTER	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Eyster, retiree, will continue to work as a Contract Service Specialist for the Inspections Section/Court Liaison Program. He will be responsible for meeting with Assistant State's Attorneys daily for preparation/execution of juvenile caseloads and providing contact information for officers. Mr. Eyster will also be responsible for the acquisition of case files, taped statements, photo arrays, chemical analyses, and police reports for files. The period of the agreement is July 14, 2012 through July 13, 2013.

32. LAWRENCE A. BANKS, SR.	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Banks, retiree will continue to work as a Contract Service Specialist for the Personnel/Applicant Investigation Section. He will be responsible for conducting pre-employment background investigations for civilian and sworn applicants. In addition he will canvas neighborhoods and check references, as well as conduct background investigations for promotional candidates. The period of the agreement is July 21, 2012 through July 30, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Police Dept. - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
33. DONALD K. MATTHEWS	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Matthews, retiree will continue to work as a Contract Service Specialist for the Personnel/Employee Benefits/Retiree Unit. He will be responsible assisting in funeral arrangements of officers killed in the Line of Duty. He will assist survivors/retirees in setting up estates and obtaining benefits. In addition, he will assist retirees with pension and health care benefits and assist as a liaison with Retirement System/pre-retirement seminars and job bank. The period of the agreement is July 21, 2012 through July 30, 2013.

34. REBECCA HERRINGTON	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Herrington, retiree, will work as a Contract Service Specialist for the Personnel Section - Recruiter and Applicant Investigator. She will be responsible for contacting applicants to schedule them for the hiring process. She will conduct pre-employment investigations for sworn and civilian members; conduct local, state, and national records and warrant checks; investigate references, conduct neighborhood canvasses, interview applicants. She will interview applicants, gather all vital documents and summarize into a pre-employment file. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Police Dept. - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
35. BARBARA D. MITCHELL	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Mitchell, retiree, will work as a Contract Service Specialist for the Grants Unit. She will be responsible for reviewing award documents for completeness and accuracy; obtaining any official documentation needed such as grant scopes, signatures and approvals; preparing all correspondence and documentation required by the Board of Estimates; preparing various types of documentation including contractual agreements, interagency agreements, memorandum of understanding and grant adjustments. The period of the agreement is effective upon Board approval for one year.

36. NAWSATH BEGUM ASHARAFF	\$14.42	\$30,000.00
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Account: 5000-599013-2044-219600-601009

Ms. Asharaff retiree, will work as a Contract Services Specialist I. Her duties will include data entry for the Ex-Parte/Protective Order Entry and Service Initiative. The period of the agreement is July 1, 2012 through June 30, 2013.

On January 3, 1996, the Board approved a waiver to administrative Manual Policy 212-1, which allowed the Police Department to hire retired police officers on a contractual basis.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Police Dept. - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
37. ARIEL S. ERVIN	\$16.82	\$35,000.00
Account: 5000-589913-2013-688000-601009		\$33,057.00
4000-470012-2252-694205-601009		\$ 1,943.00

Ms. Ervin will continue to work as a Victim Advocate. She will be responsible for providing crisis counseling, safety planning and resource identification to victims. The period of the agreement is July 1, 2012 through June 30, 2013.

38. ROSE M. BROCK	\$200.00/scheduled	\$35,000.00
examination		
	\$100.00/no show	

Account: 1001-000000-2003-195500-603206

Ms. Brock will continue to work as a Polygraph Specialist. She will be responsible for assisting in developing an investigative plan for questioning; conducting scheduled polygraph examinations, providing written evaluations of examinations conducted in a timely manner; and developing a method of disseminating, tracing, and storing copies of the results of examinations. She will also assist in developing intelligence liaison with federal, state, and local law enforcement agencies concerning latest polygraph investigative methods. The period of the agreement is effective upon Board approval through May 31, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Police Dept. - cont'd

39. a. Abolish the following two vacant positions:

34132 - Accounting Assistant II
Grade 078 (\$27,958.00 - \$32,241.00)
Job Nos. 2041-16656 and 2041-16658
(2 positions)

b. Create the following Positions:

34426 - Chief of Fiscal Services I
Grade 117 (\$56,000.00 - \$68,500.00)
Job no. will be assigned by BBMR
(1 position)

Costs: \$5,625.20 - 1001-000000-2041-195700-601001

Law Dept.

40. **HERSH STEIN** \$33.00 **\$39,600.00**

Account: 1001-000000-5824-408970-601009

Mr. Stein will serve as a Special Assistant City Solicitor. His duties will include, but not be limited to reviewing title reports in connection with the City's acquisition of interests in real property; searching Land Records and other public records to obtain title information; rendering legal advice to the City agencies concerning acquisition of real property interests and issues of Real Property Law; reviewing and approving for legal sufficiency options, contract of sales, deeds, easements; representing the City at settlements of real property acquisitions; reviewing and approving settlement sheets, fees and other charges of title companies, and processing post settlement procedures established by the Law Department and City agencies. The period of the agreement is August 25, 2012 through August 24, 2013.

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Law Dept.

41. Reclassify the following Position:

Job No. 1763-49283

From: 10198 - Assistant Solicitor
Grade 937 (\$44,200.00 - \$84,600.00)

To: 10199 - Chief Solicitor
Grade 958 (\$77,200.00 - \$121,400.00)

Costs: \$4,428.00 - 1001-000000-1763-175200-601001

The Office of Civil Rights and Wage Enforcement

42. Create the following position:

31501 - Program Compliance Officer I
Grade 087 (\$37,407.00 - \$45,218.00)
Job No. to be assigned by BBMR

Costs: \$58,302.00 - 1001-000000-6560-424800-601001

Fire Department

43. Abolish the following vacant position effective June 1, 2012

41271 - Fire Lieutenant OEM
Grade 338 (\$51,490.00 - \$70,911.00)
Job No. 2131-12726

Cost: (\$93,340.00) - 1001-000000-2131-228200-601061

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Department of Human Resources

44. Reclassify the following position:

From: 33258 - Word Processing Operator III
Grade 078 (\$27,958.00 - \$32,241.00)
Job No. 1602-44774

To: 33681 - Personnel Assistant
Grade 081 (\$30,223.00 - \$35,806.00)

Cost: \$3,229.95 - 1001-000000-1602-172500-601001

Department of Housing and Community Development (DHCD)

45. a. Create the following 23 positions:

- a. 10172- Division Chief II,
Grade 952 (\$62,700.00 - \$90,900.00)
Job No. to be assigned by BBMR
one position
- b. 33129 - PC Support Technician III
Grade 111 (\$41,700.00 - \$60,500.00)
Job No. to be assigned by BBMR
one position
- c. 81172 - Senior Social Services Coordinator
Grade 086 (\$35,947.00 - \$43,361.00)
Job Nos. to be assigned by BBMR
two positions
- d. 81171 - Social Services Coordinator
Grade 084 (\$33,510.00 - \$39,984.00)
Job Nos. to be assigned by BBMR
four positions

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

DHCD - cont'd

- e. 42221 - Construction Project Supervisor I
Grade 115 (\$51,000.00 - \$72,200.00)
Job No. to be assigned by BBMR
one position
- f. 42262 - Construction Building Inspector II
Grade 090 (\$42,267.00 - \$51,371.00)
Job Nos. to be assigned by BBMR
seven positions
- g. 33215 - Office Supervisor
Grade 084 (\$33,510.00 - \$39,994.00)
Job No. to be assigned by BBMR
one position
- h. 33112 - Data Entry Operator II
Grade 078 (\$27,958.00 - \$32,241.00)
Job No. to be assigned by BBMR
one position
- i. 75333 - Energy Program Technician II
Grade 553 (\$30,262.00 - \$33,337.00)
Job No. to be assigned by BBMR
one position
- j. 34145 - Accountant Supervisor
Grade 114 (\$48,600.00 - \$68,600.00)
Job No. to be assigned by BBMR
one position
- k. 34131 - Accounting Assistant I
Grade 075 (\$26,316.00 - \$29,913.00)
Job No. to be assigned by BBMR
one position
- l. 34141 - Accountant I
Grade 088 (\$38,939.00 - \$47,176.00)
Job No. to be assigned by BBMR
one position

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

DHCD - cont'd

- m. 34142 - Accountant II
Grade 110 (\$40,000.00 - \$56,800.00)
Job No. to be assigned by BBMR
one position

b. Reclassify the following two positions:

- a. From: 42261 - Construction Building Inspector I
Grade 085 (\$34,562.00 - \$41,645.00)
Job No. 5971-48482
one position

- To: 42262 - Construction Building Inspector II
Grade 090 (\$42,267.00 - \$51,371.00)

- b. From: 75332 - Energy Program Technician I
Grade 552 (\$28,657.00 - \$30,705.00)

- To: 75333 - Energy Program Technician II
Grade 553 (\$30,262.00 - \$33,337.00)

Costs: \$1,577,887.18 - 5000-579212-5971-439503-601001

The Department of Human Resources completed classification studies of the DHCD's request to create 23 positions and reclassify two positions in its Energy Conservation Services Division.

46. Create the following position:

- 10171 - Division Chief I
Grade 943 (\$51,200.00 - \$79,600.00)

Cost: \$75,528.00 - 5000-579212-5971-439503-601001

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Department of General Services (DGS)

47. Reclassify the following one vacant position:

From: 33111 - Data Entry Operator I
Grade 075 (\$26,316.00 - \$29,913.00)
Job No. 1890-22873

To: 33212 - Office Assistant II
Grade 075 (\$26,316.00 - \$29,913.00)

There are no costs associated with this action.

48. Reclassify the following position:

From: 33257 - Word Processing Operator II
Grade 075 (\$26,316.00 - \$29,913.00)
Job No. 1890-20057

To: 33127 - PC Support Technician I
Grade 082 (\$31,225.00 - \$36,934.00)

Cost: \$6,124.00 - 2030-000000-1890-189300-601001

49. Reclassify the following position:

From: 33258 - Word Processing Operator III
Grade 078 (\$27,958.00 - \$32,241.00)
Job No. 1982-33732

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

DGS - cont'd

To: 33232 - Secretary II
Grade 078 (\$27,958.00 - \$2,241.00)

There are no costs associated with this action.

50. Abolish the following vacant position:

31102 - Administrative Officer II
Grade 115 (\$51,000.00 - \$72,200.00)
Job No. 1890-48004

Create the following position:

33562 - Storekeeper II
Grade 080 (\$20,343.00 - \$34,518.00)
Job No. to be assigned by BBMR

Costs: \$48,241.00 - 1001-000000-1982-192500-601001
(\$75,259.00) - 2030-000000-1890-189300-601001

51. Reclassify the following position:

From: 33681 - Personnel Assistant I
Grade 081 (\$30,223.00 - \$35,806.00)
Job No. 1890-19693

To: 33127 - Personnel Assistant II
Grade 085 (\$34,562.00 - \$41,645.00)

Cost: \$8,157.00 - 2030-000000-1890-189300-601001

Department of Finance

52. Reclassify the following position:

From: 34241 - Collections Supervisor I
Grade 085 (\$34,562.00 - \$41,645.00)
Job No. 1480-12545

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Dept. of Finance - cont'd

To: 34241 - Collections Supervisor II
Grade 087 (\$37,407.00 - \$45,218.00)

Costs: \$4,226.00 - 1001-000000-1480-166500-601001

Office of the State's Attorney

53. Reclassify the following one position:

From: 01976 - Office Supervisor SAO
Grade 086 (\$35,947.00 - \$43,361.00)
Job No. 1150-46159

To: 01978 - Paralegal II SAO
Grade 090 (\$42,267.00 - \$51,371.00)

Costs: \$7,177.00 - 1001-000000-1150-118000-601001

Enoch Pratt Free Library

54. a. Create the following new Non-Civil Service Class:

00640 - Library, IT Training Supervisor
Grade 114 (\$48,600.00 - \$68,600.00)

b. Reclassify the following filled position:

From: 00691 - Library Information Technology
Training Officer
Grade 110 (\$40,000.00 - \$46,800.00)
Job No. 4501-45415

To: 00640 - Library, IT Training Supervisor
Grade 114 (\$48,600.00 - \$68,600.00)

AGENDA

BOARD OF ESTIMATES

06/27/2012

PERSONNEL

Enoch Pratt Library - cont'd

c. Retitle the following class:

From: 00691 - Library Information Technology
Training Officer

To: 00691 - Library, IT Training Officer

Costs: (\$9,720.00 - 1001-000000-4501-339300-601001

Department of Public Works

55. Reclassify the following two positions:

From: 33112 - Data Entry Operator II
Grade 078 (\$27,958.00 - \$32,241.00)
Job No. 5601-23894

To: 33258 - Word Processing Operator III
Grade 078 (\$27,958.00 - \$32,241.00)

From: 33253 - Typist III
Grade 078 (\$27,958.00 - \$32,241.00)

To: 33213 - Office Assistant III
Grade 078 (\$27,958.00 - \$32,241.00)

There are no costs associated with this action.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Recreation and Parks - Ratification of Services

ACTION REQUESTED OF B/E:

The Board is requested to ratify services and approve an expenditure of funds to pay the State of Maryland Department of Public Safety and Correctional Services (DPSCS).

AMOUNT OF MONEY AND SOURCE:

\$137,418.85 - 1001-000000-4781-363900-60326

BACKGROUND/EXPLANATION:

This expenditure of funds will pay the DPSCS for outstanding invoices for the provision of inmate labor details to assist with park maintenance for the period of July 1, 2010 through June 30, 2011.

On June 25, 2008, the Board approved an agreement with the DPSCS and the Department. The agreement expired on June 24, 2011. While the Department and the State of Maryland were in negotiations for a new contract, the DPSCS continued to provide services. Therefore, the Department is requesting ratification of services and payment of the outstanding invoices.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

A PROTEST HAS BEEN RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Recreation & Parks - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of agreement with the Maryland Senior Olympics Commission, LTD. (MSOC). The period of the memorandum of agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$26,000.00 - 2096-796623-7960-862300-603026

BACKGROUND/EXPLANATION:

The Department of Recreation & Parks and the MSOC will cooperate to organize, promote, and conduct sports events for older athletes at various sports venues throughout the Baltimore Metropolitan Area.

The MSOC is a non-profit organization which was formed to arrange competitive sports events for athletes 50 years of age and older, and to promote healthy and active aging. The MSOC will manage the overall planning and will conduct the 2012 Maryland Senior Olympics events while complying with departmental policies and procedures. The Department will provide staff support, meeting space, and event promotion.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Office of the Labor - Grievance Settlement Agreement
Commissioner

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grievance settlement agreement between the Baltimore City Police Department (BCPD), the Office of the Labor Commissioner, and the City Union of Baltimore (CUB).

AMOUNT OF MONEY AND SOURCE:

\$226,467.35 - 1001-000000-2043-219800-601001

BACKGROUND/EXPLANATION:

On February 29, 2012, a grievance was filed by CUB on behalf of employees in the 911 operator class series. Management of the BCPD was charged with a violation of Article 26, Out-of-Title; of the current Memorandum of Understanding. A grievance hearing was conducted on March 27, 2012. As background, the BCPD requested that the Department of Human Resources conduct a study of 911 classes 33351, 33352, and 33355. The requested study was conducted and a two-grade increase was approved for each job class effective February 22, 2012. A settlement was agreed to by CUB and the BCPD for approximately one year of back-pay for the affected employees.

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Bureau of Water and Wastewater - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to reimburse Mr. Thak Bakhru for attendance at the ASL Awards held on February 24, 2012.

AMOUNT OF MONEY AND SOURCE:

\$35.00 - 2070-000000-5601-398400-604014

BACKGROUND/EXPLANATION:

The ASL Awards Ceremony was held at the Engineers Club at the Garret-Jacobs Mansion on February 24, 2012. Mr. Bakhru's attendance at this ceremony was imperative. The Water Facilities Engineering Section received an award for the Prettyboy Dam Restoration.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Bureau of Water and Wastewater - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement to Allied Contractors for Water Contract No. 1143, Ashburton Filtration Plant Washwater Lake Rehabilitation.

AMOUNT OF MONEY AND SOURCE:

\$57,692.01 - 9960-905729-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1143, Ashburton Filtration Plant Washwater Lake Rehabilitation, was completed on January 19, 2009. The contractor has requested a partial release of retainage in the amount of \$57,692.01. The City holds \$59,692.01 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Communication Services - Amendment to Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the 2012 Amendment to Contract with Millennium Technologies, LLC. The amendment to contract extends the period of the agreement through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$409,904.00 - 2039-000000-1330-158400-603084

(\$33,992.00 per month) Maintenance Services
(\$7,000.00 monthly estimated equipment services chargers based upon agency requests.)

BACKGROUND/EXPLANATION:

Millennium Technologies, LLC (Millennium) has been providing installation of telephone equipment, and changes to equipment and maintenance, as needed. Millennium has extensive knowledge of the condition of the City's voice infrastructure and existing equipment. Continued maintenance and services by this vendor is necessary because of the age of the City's system.

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

(The 2012 amendment to contract has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2012

Mayor's Office of - Head Start Advance of Funds
Human Services(MOHS)

The Board is requested to approve a two-month advance of funds to the various delegate agencies for Head Start Programs.

1. **UNION BAPTIST CHURCH SCHOOL** **\$ 247,655.00**
Account: 4000-486313-6051-516000-603051
2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$1,019,700.00**
Account: 4000-486313-6051-516700-603051
3. **UNITY METHODIST CHURCH** **\$ 216,388.00**
Account: 4000-486313-6051-517000-603051
4. **ST. VERONICA'S ROMAN CATHOLIC CONGREGATION, INC.** **\$ 341,006.00**
Account: 4000-486313-6051-515900-603051
5. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 323,225.00**
Account: 4000-486313-6051-516600-603051
6. **ST. BERNADINE'S ROMAN CATHOLIC CONGREGATION, INC.** **\$ 224,257.00**
Account: 4000-486313-6051-516410-603051
7. **METRO DELTA EDUCATIONAL PROGRAMS, INC.** **\$ 362,023.00**
Account: 4000-486313-6051-516300-603051

AGENDA

BOARD OF ESTIMATES

06/27/2012

MOHS - cont'd

8. **YMCA OF CENTRAL MARYLAND** **\$ 400,280.00**

Account: 4000-486313-6051-516100-603051

9. **DAYSPRING PROGRAMS, INC.** **\$ 606,433.00**

Account: 4000-486313-6051-515600-603051

The advance of funds to the delegate agencies will allow the continuation of operation of the Head Start Programs during the FY13.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Transportation - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore Metropolitan Council (BMC). The period of the agreement is July 01, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$464,980.00 - 6000-617213-2303-596000-406001

BACKGROUND/EXPLANATION:

This agreement will allow the Department of Transportation to complete population and development projections and transportation planning work to ensure that the transportation plans will meet federal air quality standards. This agreement for Fiscal Year 2013 provides funding for expenditures. The Department of Transportation will provide in-kind services to match the grant.

This funding was provided by the Maryland Department of Transportation to the BMC. The Department of Transportation will complete work under this grant and will serve as the lead agency for the City.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Bureau of Solid Waste - Agreement for Downtown Partnership
Management District

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Downtown Partnership of Baltimore, Inc. The period of the agreement is July 01, 2012 through June 30, 2013 with the option to renew for an additional one year term.

AMOUNT OF MONEY AND SOURCE:

\$340,000.00 - 1001-000000-5152-386200-603026

BACKGROUND/EXPLANATION:

The Bureau of Solid Waste entered into an agreement with the Downtown Partnership of Baltimore, Inc., for the period July 01, 2010 through June 30, 2011 to provide cleaning services in various areas of the Downtown Management District. The agreement contained the option to renew it for an additional term of one year, which the Board approved on June 15, 2011. The one year renewal expires on June 30, 2012. Both the Bureau of Solid Waste and the Downtown Partnership of Baltimore, Inc. would like to continue the agreement.

MWBOO GRANTED A WAIVER

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

06/27/2012

TRAVEL REQUESTS

Circuit Court

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Stephanie Young-Medina	NCAVD and NOMAS 2012 Conference on Ending Violence Denver, CO July 22 - 26, 2012 (Reg. Fee \$300.00)	State	\$1,629.60

The Court has prepaid the airfare in the amount of \$409.60 and the registration in the amount of \$300.00 on City issued credit card assigned to Ms. Kimberly Barranco. The disbursement to the attendee will be in the amount of \$920.00.

Police Department

2. John L. Haley Jr. John P. Jendrek	National Tech. Investigators Training Conf. Austin, TX July 8- 13, 2012 (Reg. Fee \$450.00)	Asset Forfeiture Fund	\$3,817.20
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TRAVEL REIMBURSEMENT

Office of Civil Rights & Wage Enforcement

3. Alesha Bell	Annual EEOC, FEPA Training Conference St. Louis, MO (May 30 - June 1, 2012)	Federal	\$57.50
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On May 9, 2012, the Board approved Ms. Bell's travel for the period May 29, 2012 through June 1, 2012. Due to inclement weather the return flight was cancelled and Ms. Bell was unable to return on June 1, 2012. As a result she incurred additional expenses for the additional cost of \$57.50 to cover the cost of the hotel.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Human Resources (DHR) - Expenditure of Funds,
Police Sergeant Oral
Examination Expenses

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay expenses for the Police Sergeant Oral Examination to be held July 29 - August 4, 2012 at the Marriott Residence Inn Hotel.

AMOUNT OF MONEY AND SOURCE:

\$11,880.00 - Meals for 44 overnight examiners @ \$45.00/night for 6 nights
800.00 - Meals for 8 commuting examiners @ \$20.00/day for 5 days
4,608.00 - Parking for 24 examiners @ \$32.00/day for 6 days
1,280.00 - Parking for 8 commuting examiners @ \$32.00/day for 5 days
1,600.00 - Parking for 10 DHR staff @ \$32.00/day for 5 days
2,913.75 - Estimated roundtrip mileage for 5,250 miles for 17 examiners @\$.555/mile (Note: these examiners use personal vehicles. Others using government vehicles will receive no mileage reimbursement.)
6,510.00 - Estimated roundtrip airfare for 20 examiners with service fee (1) Fort Lauderdale, FL @ \$260.00; (1) Orlando, FL @\$280.00; (3) Louisville, KY @ \$660.00; (5) Nashville, TN @\$1,700.00; (1) Miami, FL @ \$270.00; (1) Detroit, MI @\$250.00; (1) Atlanta, GA @ \$320.00; (1) Savannah, GA @\$630.00; (2) Cleveland, OH @\$440.00; (2) Memphis, TN @\$940.00; and 2 Cincinnati, OH @\$760.00
800.00 - Tolls (est.)
1,400.00 - Taxi services, etc. @\$70.00 each for 20 examiners from airport
700.00 - Miscellaneous (emergency charges, etc.)
\$32,491.75 - 1001-000000-1600-172899-603026

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHR - cont'd

BACKGROUND/EXPLANATION:

The Police Sergeant Oral Examination will be held on July 29 - August 4, 2012 at the Marriott Residence Inn Hotel. This expenditure of funds will pay for meals, parking, mileage, and travel-related expenses incurred by 52 examiners.

The DHR will administer the oral portion of the Police Sergeant examination to approximately 411 candidates who may qualify to take the examination. The written examination was administered on June 9, 2012 and the exact numbers will be available approximately three weeks later. Fifty-two examiners have been recruited from 21 surrounding jurisdictions. The examiners will participate with the assistance of the examination consultant, Ms. Amanda Eibes and the DHR Test Development Administrator, Ms. Patricia Mulligan. Sixteen panels of three plus four alternates will interview the candidates.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Bureau of the Budget and - Carryover of Unexpended Fiscal 2012
Management Research Appropriations to Fiscal 2013

ACTION REQUESTED OF B/E:

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

In accordance with the Board of Estimates policy of prior years, the balance of unexpended special and loan funds earmarked for specific purposes will be carried over as necessary to Fiscal 2013.

AMOUNT OF MONEY AND SOURCE:

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

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

BACKGROUND/EXPLANATION:

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

"Appropriations contained in the Ordinance of Estimates for a particular program, purpose, activity, or project may, upon the recommendation of the head of the municipal agency concerned and the Director of Finance, and with the approval of the Board of Estimates, be carried over to fiscal years subsequent to the one

AGENDA

BOARD OF ESTIMATES

06/27/2012

BBMR - cont'd

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

A final report of recommendations and actions by the Budget Bureau will be submitted for approval by the Board of Estimates for the August 08, 2012 meeting.

Agency	Account Number	Purpose	Request	Category
Board of Municipal Zoning Appeals	1001-185-001-00-501	Office Furniture and Equipment	\$ 50,000	B
	1001-185-001-00-503	Computer Upgrades	\$ 8,000	A
	Total		\$58,000	
City Council	1001-100-001-00-603	Data Word Processing Equipment	\$ 85,000	A
	Total		\$85,000	
Convention Center	1001-855-014-00-316	Window Shades	\$ 65,000	A
	1001-855-014-00-316	Planter Waterproofing	\$ 16,500	A
	1001-855-014-00-316	Electrical Upgrades	\$ 17,350	A
	1001-855-014-00-316	Electrical Conduit Repair	\$ 15,385	A
	1001-855-014-00-316	Soffit and Sheet Metal Replacement	\$ 7,000	A
	Total		\$121,235	
Enoch Pratt Free Library	1001-788-068-00-503	Computer Replacement	\$ 250,000	A
	1001-788-040-00-540	Books and Materials - State Library Resource Center	\$ 300,000	B
	1001-788-022-00-540	Books and Materials - Neighborhood Services	\$ 300,000	B
	Total		\$850,000	
Health	1001-715-001-00-109	Contract Salaries - Special Assistants	\$ 100,000	B

AGENDA

BOARD OF ESTIMATES

06/27/2012

Agency	Account Number	Purpose	Request	Category
Health	1001-715-001-00-201	FICA - Special Assistants	\$ 7,650	B
	1001-715-001-00-318	Consultants	\$ 200,000	B
	1001-715-001-00-351	Shriver Fellow Stipend	\$ 15,000	B
	Total		\$322,650	
HCD	1001-740-001-00-326	Dawson House Expansion	\$ 250,000	A
	1001-745-002-00-503	Computer Upgrade	\$ 353,250	A
	1001-751-005-00-316	Plans Examining Counter	\$ 50,000	A
	1001-751-004-00-602	Ticket Machine	\$ 15,000	B
	1001-745-004-00-602	Mail Processing Machine	\$ 20,000	B
	1001-745-001-00-316	Office Renovations	\$ 200,000	B
	1001-751-004-00-501	Office Furniture	\$ 50,000	B
	1001-751-004-00-501	Permit Re-engineering Project	\$ 250,000	B
	Total		\$1,188,250	
Human Resources	1001-773-001-00-322	Subscription and Dues	\$ 175	A
	1001-773-001-00-326	Other Professional Services	\$ 18,000	A
	1001-773-001-00-402	Training Class Supplies	\$ 8,500	A
	1001-773-001-00-408	Computer/Supervisory Training Booklets	\$ 18,800	A
	1001-772-001-00-305	Municipal Telephone Exchange	\$ 7,000	A
	1001-772-001-00-310	Municipal Post Office	\$ 11,200	A
	1001-772-001-00-326	Other Professional Services	\$ 191,714	A
	1001-772-001-00-402	Office Supplies	\$ 1,770	A
	1001-772-001-00-603	Data/Word Processing	\$ 33,500	A
	1001-771-001-00-309	Municipal Post Office	\$ 30,000	A
	1001-771-001-00-326	Other Professional Services	\$ 961,650	A
	1001-771-001-00-344	Unemployment Insurance	\$ 10,450	A
	1001-770-001-00-310	Municipal Post Office	\$ 4,900	A
	1001-770-001-00-323	Subscriptions	\$ 3,800	A
	1001-770-001-00-325	Rental of Operating Equipment	\$ 1,000	A
	1001-770-001-00-326	Other Professional Services	\$ 365,000	A
	1001-770-001-00-335	Maintenance General	\$ 8,950	A
	1001-770-001-00-368	Custodial Services	\$ 37,400	A
	1001-770-001-00-402	Office Supplies	\$ 2,750	A
	1001-770-001-00-503	Data/Word Processing	\$ 21,900	A
Total		\$1,738,459		
Law	1001-860-01-00-502 & 1001-861-01-00-502 & 1001-862-01-00-502 & 1001-869-01-00-502	Scanners	\$ 10,000	B

AGENDA

BOARD OF ESTIMATES

06/27/2012

Agency	Account Number	Purpose	Request	Category
Law	1001-860-01-00-320 & 1001-861-01-00-320 & 1001-862-01-00-320 & 1001-869-01-00-320	Training	\$ 30,000	A
	1001-860-01-00-501 & 1001-861-01-00-501 & 1001-862-01-00-501 & 1001-869-01-00-501	Public Area Furniture and Paint	\$ 50,000	B
	1001-860-01-00-501 & 1001-861-01-00-501 & 1001-862-01-00-501 & 1001-869-01-00-501	Office Furniture	\$ 35,000	B
	Total		\$125,000	
Legislative Reference	1001-107-001-00-326	Tools & Machinery	\$ 20,000	B
	1001-107-001-00-326	Tools & Machinery	\$ 16,500	B
	1001-106-001-00-408	Printing	\$ 20,000	B
	Total		\$56,500	
Liquor License Board	1001-851-001-00-326	Outstanding invoices	\$ 16,000	A
	1001-851-001-00-313	Rental Payment	\$ 4,000	A
	1001-851-001-00-313	Rental Payment	\$ 30,000	A
	Total		\$50,000	
Office of Civil Rights	1001-656-001-00-503	Computers	\$ 14,000	B
	Total		\$14,000	
Office of Inspector General	1001-836-001-00-326	Other Professional Services	\$ 3,836	A
	1001-836-001-00-331	Rental of City Motor Equipment	\$ 6,348	A
	1001-836-001-00-401	Motor Vehicle Fuels	\$ 1,400	A
	1001-836-001-00-414	Food for Human Consumption	\$ 1,400	A
	1001-836-001-00-301	Travel	\$ 1,000	A
	1001-836-001-00-347	Confidential Fund Expenditure	\$ 59,203	A
	Total		\$73,187	
Office of the Labor Commissioner	1001-128-001-00-374	Rental/Lease Copier Expenses	\$ 7,000	A
	1001-128-001-00-503	Data/Word Processing Laptops	\$ 11,481	A
	Total		\$18,481	
Orphans Court	1001-817-001-00-402	Office Equipment Replacement	\$ 6,000	B
	1001-817-001-00-408	Estate Administration materials and legal books	\$ 1,500	A

AGENDA

BOARD OF ESTIMATES

06/27/2012

Agency	Account Number	Purpose	Request	Category
Orphans Court	1001-817-001-00-305	Repair of Office Equipment	\$ 1,500	B
	Total		\$9,000	
Planning	1001-763-001-00-326	Zoning Code rewrite	\$ 95,000	A
	Total		\$95,000	
Public Works	1001-664-012-00-604	Bull Dozer and Transfer Trailers	\$1,000,000	B
	1001-663-006-00-316	Upgrade of Citizen Drop-off Center/ Eastern District Administration Building Replacement	\$1,500,000	B
	3001-674-004-00-326	DPW Outreach Program	\$ 380,000	B
	3001-674-001-00-326	Storm Drain Collection Systems	\$ 850,000	B
	3001-674-005-00-326	Electronic Documentation system	\$ 200,000	B
	3001-674-004-00-506	Scanning Equipment	\$ 150,000	B
	Total		\$4,080,000	
Recreation and Parks	1001-644-008-00-316	Admin Building Maintenance	\$ 20,000	A
	1001-644-008-00-338	Security Equipment	\$ 25,000	A
	1001-644-009-00-326	Support for Partnerships Office	\$ 56,000	A
	1001-648-017-00-316	Rec Center Administration Maintenance	\$ 50,000	A
	Total		\$151,000	
State's Attorney	1001-781-001-00-326	Moving Expenses	\$ 250,000	B
	1001-781-001-00-501	New Telephones	\$ 50,000	B
	1001-781-001-00-501	Office Furniture	\$ 300,000	B
	Total		\$600,000	
Sheriff	1001-882-001-00-605	Security Enhancements	\$ 385,000	B
	Total		\$385,000	
Transportation	2076-693-007-00-350	Vehicles- Scofflaw	\$ 280,000	A
	2076-693-007-00-350	Furniture	\$ 30,000	A
	2076-693-007-00-350	Tow Yard Security Cameras	\$ 150,000	B
	2076-693-007-00-350	Tow Yard Facilities	\$ 500,000	B
	2076-693-007-00-350	Computers, Software, Etc.	\$ 300,000	A
	3001-688-001-00-105	Snow Removal	\$1,200,000	A
	Total		\$2,460,000	
Grand Total		\$12,480,762		
Category A = Funds originally appropriated for such a purpose.				
Category B = Funds NOT originally appropriated for such a purpose.				

AGENDA

BOARD OF ESTIMATES

06/27/2012

Bureau of Budget and - Federal Fund Appropriation Transfer
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve a Federal fund appropriation to transfer funds in the Mayor's Office of Employment Development:

From:

Program 800 - Workforce Services for WIA Funded Youth

To:

Program 797 - Workforce Services for Out-of-School Youth - Youth Opportunity

AMOUNT OF MONEY AND SOURCE:

\$1,848,450.00 - Program 800 - Workforce Services for Out-of-School Youth

BACKGROUND/EXPLANATION:

This transfer is necessary to provide the appropriation necessary for acceptance of five new special services grant awards:

Department of Labor	- \$1,462,226.00
Governor's Office of Crime Control and Prevention	- \$ 130,713.00
Family League, Inc.	- \$ 110,527.00
Department of Juvenile Services	- \$ 99,984.00
Department of Labor, Licensing and Regulations	- \$ 45,000.00

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

106 - 113

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

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1.	TR 10016, Recon- struction of Footways Citywide	M. Luis Construction Co., Inc.	\$719,403.00
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MBE:	National Construction, Inc. d/b/a National Concrete*	\$200,000.00	27.80%
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WBE:	Fallsway Construction Co., Inc.	\$ 72,500.00	10.08%
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*National Construction, Inc. d/b/a National Concrete is not in good standing with the Maryland Department of Assessment and Taxation. The bidder will be allowed to substitute an approved MBE if National Concrete is not is good standing at the time of award.

MWBOO FOUND THE VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 152,950.00 MVR	9950-903300-9504 Constr. Reserve Tree Roots/Foot	
120,639.00 MVR	9950-904100-9504 Constr. Reserve Footway Paving	
553,725.00 Other	" "	
<u>\$ 827,314.00</u>		
 \$ 719,403.00	 -----	 9950-904442-9504-6 Struc. & Improv.

AGENDA

BOARD OF ESTIMATES

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

71,940.30	-----	9950-904442-9504-5 Inspections
<u>35,970.70</u>	-----	9950-904442-9504-2 Contingencies - Recon. of Footways Citywide
\$ 827,314.00		

This transfer will provide funds to cover costs associated with the award of TR 10016, Reconstruction of Footways Citywide to M. Luis Construction Co., Inc.

- | | | |
|---|----------------------------------|-----------------|
| 3. TR 08046, Rehabilitation of Broening Highway from Holabird Ave. to Colgate Creek | American Infrastructure-MD, Inc. | \$14,700,000.00 |
| DBE: Priority Construction Corp. \$2,352,000.00 16.00% | | |

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 4,010,963.19 State Revenue	9950-906301-9528 Constr. Reserve Broening Highway	
8,200,000.00 Federal	" "	
<u>1,218,036.81</u> Federal	9950-902106-9528 Constr. Reserve Canton Industrial Park	
\$13,429,000.00		

AGENDA

BOARD OF ESTIMATES

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

\$12,200,560.42	-----	9950-908301-9527-6 Struc. & Improv.
818,959.72	-----	9950-908301-9527-5 Inspections
409,479.86	-----	9950-908301-9527-2
<u>\$13,429,000.00</u>		Contingencies - Rehab. of Broening Highway

This transfer will provide funds to cover costs associated with the award of TR 08046, Rehabilitation of Broening Highway from Holabird Avenue to Colgate Creek to American Infrastructure - MD, Inc.

5. \$ 900,000.00 Other	9962-930003-9563 Constr. Reserve - New Conduit Maint. Facility	
\$ 259,439.58	-----	9962-907060-9562-6 Struc. & Improv.
427,039.90	-----	9962-907060-9562-5 Inspections

AGENDA

BOARD OF ESTIMATES

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

213,520.52	-----	9962-907060-9562-2
\$ 900,000.00		Contingencies -

This transfer will provide funds to cover the costs associated with conduit construction of the award of project TR 08046, Rehabilitation of Broening Highway from Holabird Avenue to Colgate Creek to American Infrastructure.

Bureau of Water & Wastewater

6.	\$2,700,000.00	9960-907101-9558	
	Water Revenue	Constr. Reserve	
	Bonds	Small Water Mains	

	256,800.00	9960-909100-9558	
	Water Revenue	Constr. Reserve	
	Bonds	Small Water Mains	
	\$2,956,800.00		

	\$ 224,000.00	-----	9960-906623-9557-2
			Extra Works
	224,000.00	-----	9960-906623-9557-3
			Design
	134,400.00	-----	9960-906623-9557-5
			Inspection

AGENDA

BOARD OF ESTIMATES

06/27/2012

Dept. of Transportation/Bur. of Water & Wastewater - cont'd

2,240,000.00	-----	9960-906623-9557-6 Construction
<u>134,400.00</u>	-----	9960-906623-9557-9 Administrative
\$2,956,800.00		

This transfer will provide funds to cover the cost associated with the award of TR 08046.

Bureau of Water & Wastewater

7.	W.C. 1236 - Meter Setting Installations and Replacements North Baltimore	Spiniello Companies	\$4,503,375.00
	MBE:	Fallsway Construction Co., LLC	\$ 25,000.00 0.56%
		Machado Construction Co., Inc.	500,000.00 11.10%
		W.C.S. Hughes, Inc.	<u>61,000.00</u> <u>1.35%</u>
			\$586,000.00 13.01%
	WBE:	R&R Contracting Utilities, Inc.	\$136,000.00 3.02%

MWBOO FOUND THE VENDOR IN COMPLIANCE.

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$5,944,455.00	9960-936001-9558 Water Revenue Bonds	
\$ 450,337.50	-----	9960-906653-9557-2 Extra Work

AGENDA

BOARD OF ESTIMATES

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater - cont'd

\$ 450,337.50	-----	9960-906653-9557-3 Engineering
270,202.50	-----	9960-906653-9557-5 Inspection
4,503,375.00	-----	9960-906653-9557-6 Construction
<u>270,202.50</u>	-----	9960-906653-9557-9 Administration
\$5,944,455.00		

This transfer will provide funds to cover the costs associated with the award of WC 1236, Meter Setting Installation and Replacement - North Baltimore.

9. WC 1237, Meter Spiniello Companies \$5,733,000.00
Setting Installation and
Replacements,
North East
Baltimore

MBE: Fallsway Construction Co., LLC	\$ 50,000.00	0.87%
Machado Construction Co., Inc.	90,000.00	1.57%
W.C.S. Hughes, Inc.	<u>606,000.00</u>	<u>10.57%</u>
	\$746,000.00	13.01%
WBE: R&R Contracting Utilities, Inc.	\$172,000.00	3.00%

MWBOO FOUND THE VENDOR IN COMPLIANCE

10. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$7,567,560.00	9960-936001-9558	
Water Revenue Bonds	Constr. Reserve Unallocated	

AGENDA

BOARD OF ESTIMATES

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater - cont'd

\$ 573,300.00	-----	9960-906653-9557-2 Extra Work
573,300.00	-----	9960-906653-9557-3 Engineering
343,980.00	-----	9960-906653-9557-5 Inspection
5,733,000.00	-----	9960-906653-9557-6 Construction
<u>343,980.00</u>	-----	9960-906653-9557-9 Administration
\$7,567,560.00		

This transfer will provide funds to cover the costs associated with the award of WC 1238, Meter Setting Installation and Replacement, Northeast Baltimore.

- 11. S.W.C. 7760, Leakin Park Stream Restoration at Fairmount Storm Drain **REJECTION** - On February 1, 2012, the Board opened five bids. It is the opinion of the Department that the rejection of all bids is in the best interests of the City. The Department will request permission to re-advertise at a later date.

A PROTEST HAS BEEN RECEIVED FROM BALTIMORE PILE DRIVING & MARINE CONSTRUCTION, INC.

- 12. B50002308, Recycle Containers (Bur. of Solid Waste) Mid-Atlantic Waste Systems \$ 90,000.00

MWBOO GRANTED A WAI AVER.

AGENDA

BOARD OF ESTIMATES

06/27/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

13. B50002343, Liquid Oxygen (Bur. of Water & Wastewater)	Air Liquide Industrial U.S. LP	\$ 40,035.00
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MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-------------|-------------|
| 1. <u>ACTIVU CORPORATION</u> | \$45,743.78 | Sole Source |
| Solicitation No. 08000 - LCD Display Maintenance and Support - Department of Transportation - Req. No. R605067 | | |

The vendor is the sole provider of this proprietary software that is used at the Baltimore Traffic Management Center. The period of the award is June 27, 2012 through June 26, 2013, with three 1-year renewal options.

- | | | |
|---|-------------|---------|
| 2. <u>LYNN PEAVEY COMPANY</u> | \$ 9,000.00 | Renewal |
| Solicitation No. B50001600 - Evidence Tape - Police Department - Req. No. R552781 | | |

On September 1, 2010, the Board approved the initial award in the amount of \$9,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$9,000.00 is for the period September 1, 2012 through August 31, 2013, with three 1-year renewal options remaining.

- | | | |
|--|-------------|-------------|
| 3. <u>AMES, INC.</u> | \$28,601.00 | Sole Source |
| Solicitation No. 08000 - Aurora Pump - Department of Public Works - Req. No. R604594/R606294 | | |

The vendor is the sole authorized supplier/distributor of these required pumps in our area.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Purchases

- | | | |
|-------------------|-------------|-----------|
| 4. US FOODSERVICE | \$10,000.00 | Extension |
|-------------------|-------------|-----------|
- Solicitation No. 06000 - Provide Bulk Foods - Department of Housing and Community Development - Req. No. R579615

On July 8, 2011, the City Purchasing Agent approved the initial award in the amount of \$24,950.00. An extension is necessary to solicit bids for this previously non-competitive contract. This extension in the amount of \$10,000.00 is for the period July 11, 2012 through October 11, 2012 and will make the total award amount \$34,950.00.

- | | | |
|---------------------|-------------|-------------|
| 5. WEIR FLOWAY INC. | \$73,952.00 | Sole Source |
|---------------------|-------------|-------------|
- Solicitation No. 08000 - Weir Floway Pump - Department of Public Works, Bureau of Water and Wastewater - Req. No. R603068

This requirement is specific for the replacement of existing installed pumps, which must be replaced with identical pumps. The vendor is the OEM manufacturer and supplier of these pumps.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

AGENDA

BOARD OF ESTIMATES

06/27/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

6. ROCKY MOUNTAIN HOLDINGS, LLC	\$250,000.00	Renewal
Solicitation No. 06000 - Non-Emergent Air Transportation Services - Health Department - Req. No. R605780		

On June 16, 2010, the Board approved the initial award in the amount of \$250,000.00. The award contained three 1-year renewal options. On June 29, 2011, the Board approved the first renewal in the amount of \$250,000.00. This renewal in the amount of \$250,000.00 is for the period July 1, 2012 through June 30, 2013, with one 1-year renewal option remaining.

7. WALTERS RELOCATION, INC.	\$ 0.00	Renewal
Solicitation No. B50001094 - Moving Services for Lead Abatement Program - Health Department - P.O. No. P509951		

On August 12, 2009, the Board approved the initial award in the amount of \$133,929.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal is for the period August 12, 2012 through August 11, 2013.

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

MWBOO SET GOALS OF 10% MBE AND 0% WBE.

MBE: James Johnson, d/b/a J & J Moving & Hauling	10%
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MWBOO FOUND VENDOR IN COMPLIANCE.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

8. KEMIRA WATER SOLUTIONS	\$300,000.00	Increase
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Solicitation No. B50001140 - Ferric Chloride - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P510045

On August 26, 2009, the Board approved the initial award in the amount of \$77,825.00. Subsequent actions have been approved. This increase in usage of this chemical is caused due to stoppage of the RG Steel Plant located in Sparrows Point which has stopped producing/supplying Ferrous Chloride to the Back River Wastewater Treatment Plant. This increase in the amount of \$300,000.00 will make the award amount \$627,825.00. The contract expires on September 30, 2013.

MWBOO GRANTED A WAIVER.

9. FIRST CALL

WOODLAWN MOTOR COACH

SECOND CALL

SIVELS TRANSPORTATION, INC.	\$ 0.00	Extension
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Solicitation No. B50000406 - General Charter Transportation - Recreation and Parks - Req. Nos. Various

On June 25, 2008, the Board approved the initial award in the amount of \$1,500,000.00. Subsequent actions have been approved. An extension is necessary to allow the new solicitation B50002366 to be awarded. Bids are due on July 25, 2012.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Purchases

10. DEPENDABLE RELIABLE SERVICE	\$ 23,223.40	
PB HEALTH HOME CARE AGENCY, INC.	28,497.15	
	\$ 51,720.55	<u>Extension</u>

Solicitation No. B50000747 - Provide In-Home Personal Care/Homemaker Services - Health Department - P.O. No. P510613

On November 26, 2008, the Board approved the initial award in the amount of \$505,000.00. Subsequent actions have been approved. The third vendor, Personal Touch Home Care is not in good standing with SDAT. A new solicitation for this requirement B50002394 has been issued with bids due on July 25, 2012. An extension is necessary to maintain continuity of services until a new contract is awarded. This extension in the amount of \$53,270.55 will make the award amount \$1,431,015.26.

MWBOO GRANTED A WAIVER.

11. F & F AND A JACOBS & SONS, INC.		
HOWARD UNIFORM	\$ 0.00	<u>Extension</u>
Solicitation No. B50000293 - Uniforms for D.O.T. Safety - Department of Transportation - P.O. Nos. P502039 and P511864		

On May 28, 2008, the Board approved the initial award in the amount of \$300,000.00 to F & F and A Jacobs & Sons, Inc. This requirement was recently bid as Solicitation No. B50002404 and the bids were opened on June 6, 2012. Additional time is required to evaluate the bids and recommend an award.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

12. PETROLEUM MARKETING

GROUP	\$ 0.00	Extension
Solicitation No. B50000905 - Bio-Diesel and Ethanol Fuels - Department of General Services - P.O. No. P511027		

On July 22, 2009, the Board approved the initial award in the amount of \$6,760,000.00. On October 14, 2009, the Board approved the addition of vendors to the contract. This contract contains two one-year extension options. An extension in lieu of a renewal is needed to maintain continuity of services until a new contract is put in place.

MWBO SET MBE GOALS AT 10% AND WBE GOALS AT 0%.

MBE: Apex Petroleum Corporation	\$0.00	0%
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MWBO FOUND VENDOR IN NON-COMPLIANCE

13. CD THOMAS TRUCKING CO. INC.	\$ 0.00	
PHIPPS CONSTRUCTION	\$320,000.00	
CONTRACTORS		
TOP SOILS, ETC	\$ 0.00	Renewal
Solicitation No. B50001059 - Top Soils, Common Borrow, Diamond Mix and Recycled Stones - Various Agencies - Req. Nos. Various		

On June 10, 2009, the Board approved the initial award in the amount of \$670,000.00. On March 30, 2011, the Board approved an increase in the amount of \$860,000.00. The Board is requested to approve the first renewal in the amount of \$320,000.00.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

CD Thomas Trucking Co., Inc.

MBE: G&W Trucking Corporation	10%
Load Runner Trucking, Inc.	8%
WBE: McCall Trucking, Inc.	1%
Barbies Recycling & Hauling, Inc.	6%

MWBOO FOUND VENDOR IN COMPLIANCE

Phipps Construction Contractors

MBE: Hammerhead Trucking, Inc.	10%
WBE: D&O Contracting Services	7%

MWBOO FOUND VENDOR IN COMPLIANCE

Topsoils, Etc.

MBE: KL Phillips Trucking, LLC	10%
WBE: A2Z Environmental Group, LLC	7%

MWBOO FOUND VENDOR IN COMPLIANCE

14. TELECOMMUNICATION	Selected Source
SYSTEMS, INC.	\$2,415,743.20 Agreement
Solicitation No. 06000 - Citywide IT Support Staff Services Agreement - Agencies - Various - Req. Nos. Various	

The Board is requested to approve and authorize execution of an agreement with Telecommunication Systems, Inc. The period of the agreement is July 1, 2012 through December 31, 2012, with one 6-month renewal option.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

On November 9, 2005, the Board awarded Contract BP-05136 Citywide Network Support and Services to Telecommunication Systems, Inc. which will expire on July 1, 2012. This agreement will allow time to transition key personnel listed in the submitted Exhibit A of the agreement to City employees or transfer their knowledge to City employees.

On June 14, 2012, it was determined that no goals would be set because of no opportunity to segment the contract. However, the vendors supplying the personnel under this agreement include 29% MBE and 18% WBE subcontractors. MWBOO Concurs.

The \$2,415,743.20 is for the initial six month term and the six-month renewal option in the amount of \$2,415,743.20 if needed and approved by the Board at a later date will make the total award amount \$4,831,486.40.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

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

MBE/WBE PARTICIPATION:

MBE: 29%

WBE: 18%

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|--|----------------|-----------|
| 15. DIGICON CORPORATION | \$2,077,420.50 | Agreement |
| Solicitation No. 06000 - Citywide IT Support Staff Services Agreement - Agencies - Various - Req. Nos. Various | | |

The Board is requested to approve and authorize execution of an agreement with Digicon Corporation, Inc. The period of the agreement is July 1, 2012 through December 31, 2012, one 6-month renewal option.

On November 15, 2006, the Board awarded Contract BP-06162 Citywide Network Support and Services to Digicon Corporation which will expire on July 1, 2012. This agreement will allow time to transition key personnel listed in the submitted Exhibit A of the agreement to City employees or transfer their knowledge to City employees.

On June 14, 2012, it was determined that no goals would be set because of no opportunity to segment the contract. However, the vendors supplying the personnel under this agreement include 32% MBE and 24% WBE subcontractors. MWBOO concurs.

The \$2,077,420.50 is for the initial six-month term and the six-month renewal option in the amount of \$2,077,420.50 if needed and approved by the Board at a later date will make the total award amount \$4,154,841.00.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

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

MBE/WBE PARTICIPATION:

MBE: 32%

WBE: 24%

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the second renewal option of the lease agreement with Mr. Andrew J. Bartenfelder, tenant for 20 acres more or less of the property known as Fullerton Reservoir, located at 4566 Ridge Road. The period of the renewal is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1,273.08

BACKGROUND/EXPLANATION:

On August 18, 2010, the Board approved the initial agreement for the period July 1, 2010 through June 30, 2011. The agreement contained two additional 1-year renewal options. This is the second renewal option.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Parking Authority - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Desman Associates (Desman). The period of the agreement is effective upon Board approval for 180 days.

AMOUNT OF MONEY AND SOURCE:

\$80,000.00 - 2075-000000-5800-408600-603016

BACKGROUND/EXPLANATION:

Desman will provide professional services related to capital repairs at the Guilford garage. The Guilford Garage requires immediate structural repairs. The floor surfaces need protection through a waterfront membrane due to the advanced level of contamination and corrosion to the concrete and steel reinforcing structure. Further, the facility has cracked and deteriorated mortar joints and walls throughout the entire structure. Stair doors and door frames are corroded, and the hand railings are unsafe. Deteriorated asphalt is present throughout the asphalt-on-grade slabs and there are a number of leaking cracks and joints within these slabs. Overall, the garage is in very poor condition and poses a significant health and safety risk. Desman Associates was retained by the Parking Authority to provide a condition analysis and a capital repair and maintenance plan. Through this agreement, Desman Associates will be responsible for preparation of contract documents for the repairs, assisting in getting pricing for the repairs, and engineering oversight during the construction.

MWBOO GRANTED A WAIVER

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

06/27/2012

Baltimore Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN) from the U.S. Department of Justice, Community Oriented Policing Services for the COPS Hiring Recovery Program. The GAN extends the period of the award from June 30, 2012 to December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$10,131,050.00 - 4000-485310-5750-647600-600000

BACKGROUND/EXPLANATION:

On October 7, 2009, the Board approved acceptance of a grant award agreement for the COPS Hiring Recovery Program. This grant was provided to the Baltimore Police Department to hire 50 new police officers. The funding supports both salaries and fringe benefits for three years.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Circuit Court for Baltimore City - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with Andre Cherry. The period of the agreement is July 01, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$ 30,000.00	-	1001-00000-1100-109501-603026
		Cooperative Reimbursement grant
61,500.00	-	4000-401512-1100-116802-603026
		Pre-Trial Competency grant
13,500.00	-	5000-500713-1100-117400-603026
\$105,000.00		

BACKGROUND/EXPLANATION:

The amount of the consultant agreement is \$60.00 per hour, not to exceed a total of \$105,000.00 in fiscal year 2013. Funding for the consulting cost is split between the general fund and the grant budget accounts.

The Grant Accounting position has been changed to include responsibilities of the Fiscal Administrator due to budget cuts in fiscal 2013. The Acting Fiscal Administrator/Grant Accountant will manage the Circuit Court's general fund appropriation and grants on a daily basis to ensure fiscal accuracy and proper reporting. Under the direction of the Administrative Judge, this position is the first point of contact on all fiscal matters related to Circuit Court's general fund appropriations and grants received from external organizations.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Human Resources - Employee Contract

Department of Finance

Mr. Virts, retiree, will work as a Systems Analyst II in the Mayor's Office of Information Technology. His duties will include but are not limited to providing support for the legacy based pension tracking system for the City Fire and Police Employees' Retirement System. The period of the agreement is July 1, 2012 through July 31, 2012.

AMOUNT OF MONEY AND SOURCE:

Hourly Rate

\$5,091.25 - 1001-000000-1472-165800-601009

\$40.73

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED, AS OUTLINED IN THE CITY'S ADMINISTRATIVE MANUAL 212-1 PART I - RETIREES

.
THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Housing and Community Development (DHCD) - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a grant agreement with the State of Maryland, Department of Housing and Community Development. The period of the agreement is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$1,715,866.00 - 5000-94113-5971-439500-603051

BACKGROUND/EXPLANATION:

The Baltimore City Weatherization Assistance Program (WAP) has been operating for many years with Federal funding passing through the State of Maryland. The American Recovery and Reinvestment Act of 2009 (ARRA) greatly expanded funding for this program nationally as part of the national effort to reduce the impacts of economic recession, to stimulate the economy and increase energy conservation. The ARRA dramatically increased funding for weatherization in Maryland and Baltimore City with \$15,700,000.00 over three years. In addition and at the same time, the Department of Energy funds the traditional WAP. This proposed grant agreement represents the regular or traditional program. The appropriation is approximately one third of the appropriation in the previous fiscal year; with the ARRA funds the City will weatherize over 227 housing units in the coming fiscal year.

MBE/WBE PARTICIPATION:

Minority and Women's Business Enterprise requirements were applicable to heating system replacements that will be conducted

AGENDA

BOARD OF ESTIMATES

06/27/2012

DHCD - cont'd

by contractors through the DHCD WAP. MBE/WBE participation was waived for standard weatherization contractors at the outset of contracts and stimulus-funded weatherization, July 1, 2009.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Mayor's Office - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Experience in Action, Inc., also known as Experience in Action. The Board is further requested to approve monthly expenditure of funds upon receipt of invoices from Experience Corps. The period of the grant agreement is September 1, 2011 through August 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$180,000.00 - 1001-000000-4460-692100-607001

BACKGROUND/EXPLANATION:

The Experience Corps recruits and trains older adults to serve in the Baltimore City Public Schools (BCPS) through a structured program to improve academic outcomes and decrease behavioral issue referrals within the schools.

The Experience Corps is a national program in twenty-three cities. The Baltimore City Experience Corps began in 1998 as a partnership of the Johns Hopkins University's Center on Aging and Health and the Greater Homewood Community Corporation. Program operations are now the responsibility of Greater Homewood Community Corporation with COAH providing evaluation and recruitment support. Older adult volunteers are placed in BCPS K-3 classrooms and perform a range of roles, determined by the principal and under the direction of a teacher. Common roles are tutoring in literacy and math, support of library functions and behavioral support. Volunteers do not perform the range of roles of a classroom aide. Volunteers receive training and are coordinated by a team leader provided by the Experience Corps program.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Mayor's Office - cont'd

In 2011 - 2012, Experience Corps will place teams of approximately 15 - 20 older adults in 22 Baltimore City elementary schools. Volunteers are required to serve a minimum of 15 hours each week.

Experience Corps organizes, oversees, and owns the intellectual property rights to the Experience Corps Program and has affiliated nationally in the past with the local independent agencies such as Greater Homewood Community Corporation and Intergenerational Community Services, Inc. to provide the services of the Experience Corps program. Starting September 1, 2012, by a Transitional Program Agreement, Experience Corps licensed the intellectual property rights to the Experience Corps program in Baltimore City to ICSI so it could become the local affiliate of Experience Corps and by its transitional Program Agreement, ICSI agreed that Experience Corps would provide the actual programmatic services for the Experience Corps program in Baltimore and would subcontract with the Greater Homewood Community Corporation (GHCC) for certain administrative services.

The grant agreement is late because the original documents that were submitted for approval were misplaced. The Office only discovered recently that the documents were not approved and placed on the Board agenda.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Department of Public Works - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the East Baltimore Community School, Inc. The period of the MOU is effective upon Board approval and shall remain in full force and effect until the installation of the Sheeting is complete.

AMOUNT OF MONEY AND SOURCE:

The City should be responsible to pay all costs in excess of \$500,000.00.

BACKGROUND/EXPLANATION:

The East Baltimore Community School, Inc. has entered into an agreement to acquire the following described parcels of land from the City being known as (i) Ward 7, Section 2, Blocks 1588 and 1589 including the streets and alleys which lie within the perimeter of said aforementioned blocks and (ii) the bed of Collington Avenue which lies between the aforementioned blocks between Ashland Avenue on the south and E. Eager Street on the north for the purposes of developing a community school.

This MOU outlines the general understanding and agreement of the parties as it relates to the installation of sheeting which will provide access to the City's Sewer line.

MBE/WBE PARTICIPTION:

The East Baltimore Community School Inc. has signed the commitment to comply with the Minority and Women's Business Enterprise Program of Baltimore City.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

Parking Authority - Amendment to Agreements

The Board is requested to approve and authorize execution of an agreement with the various organizations. The amendment to agreement will extend the period of the agreement for 18 months.

VENDOR

FACILITY

1. PMS PARKING, INC

CAROLINE STREET GARAGE

\$271,190.00	-	2075-000000-5800-408200-603016	Maint. & Repair
77,027.00	-	2075-000000-5800-408200-603026	Mgmt. & Incent.
<u>1,810.00</u>	-	2075-000000-5800-408200-603038	Security
\$350,027.00			

The original agreement was approved in the amount of \$340,260.00. This amendment to agreement in the amount of \$350,027.00 will make the total agreement amount \$690,287.00.

2. PMS PARKING, INC.

LITTLE ITALY GARAGE

\$300,852.00	-	2075-000000-2321-407900-603016	Maint. & Repair
78,696.00	-	2075-000000-2321-407900-603026	Mgmt. & Incent.
<u>7,815.00</u>	-	2075-000000-2321-407900-603038	Security
\$387,363.00			

The original agreement was approved in the amount of \$346,906.00. This amendment to agreement in the amount of \$387,363.00 will make the total agreement amount \$734,269.00.

**3. PMS PARKING, INC/LAZ PARKING
MID-ATLANTIC LLC**

ST. PAUL PLACE GARAGE

\$371,362.00	-	2075-000000-2321-408100-603016	Maint. & Repair
126,306.00	-	2075-000000-2321-408100-603026	Mgmt. & Incent.
<u>36,000.00</u>	-	2075-000000-2321-408100-603038	Security
\$533,668.00			

AGENDA

BOARD OF ESTIMATES

06/27/2012

Parking Authority - cont'd

The original agreement was approved in the amount of \$459,366.00. This amendment to agreement in the amount of \$533,668.00 will make the total agreement amount \$993,034.00.

4. **PMS PARKING, INC/LAZ PARKING** **FRANKLIN STREET GARAGE**
MID-ATLANTIC LLC

\$275,888.00	-	2075-000000-2321-407900-603016	Maint. & Repair
54,000.00	-	2075-000000-2321-407900-603026	Mgmt. & Incent.
2,000.00	-	2075-000000-2321-407900-603038	Security
<u>\$331,888.00</u>			

The original agreement was approved in the amount of \$298,265.00. This amendment to agreement in the amount of \$331,888.00 will make the total agreement amount \$630,153.00.

5. **REPUBLIC PARKING SYSTEMS, INC.** **MARKET CENTER GARAGE**

\$350,791.00	-	2075-000000-2321-407100-603016	Maint. & Repair
90,000.00	-	2075-000000-2321-407100-603026	Mgmt. & Incent.
211,000.00	-	2075-000000-2321-407100-603038	Security
<u>\$651,791.00</u>			

The original agreement was approved in the amount of \$526,772.00. This amendment to agreement in the amount of \$651,791.00 will make the total agreement amount \$1,178,563.00.

6. **LANDMARK PARKING, INC.** **PENN STATION GARAGE**

\$670,133.00	-	2075-000000-2321-407600-603016	Maint. & Repair
43,200.00	-	2075-000000-2321-407600-603026	Mgmt. & Incent.
91,600.00	-	2075-000000-2321-407600-603038	Security
<u>\$804,933.00</u>			

The original agreement was approved in the amount of \$657,320.00. This amendment to agreement in the amount of \$804,933.00 will make the total agreement amount \$1,462,253.00.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Parking Authority - cont'd

7. LANDMARK PARKING, INC.

FLEET AND EDEN GARAGE

\$395,273.00	-	2075-000000-2321-408200-603016	Maint. & Repair
108,000.00	-	2075-000000-2321-408200-603026	Mgmt. & Incent.
<u>4,000.00</u>	-	2075-000000-2321-408200-603038	Security
\$507,273.00			

The original agreement was approved in the amount of \$442,158.00. This amendment to agreement in the amount of \$507,273.00 will make the total agreement amount \$949,431.00.

The Original agreement was for the period April 1, 2011 through June 30, 2012, term and the compensation was based on a monthly base management fee and calculation for the incentive fee, with reimbursement for approved operating expenses at the parking facility. This amendment to the agreement extends the period of the agreement for an additional 18 months. This amendment to the original agreement provides additional funding to pay for anticipated operating expenses and compensates the organization during the extended term upon the original compensation structure.

The Parking Authority has been working toward award of longer term agreements for groups of facilities to management firms, but these efforts have been delayed due to the Parking Authority experiencing significant disruption in the personnel charged with oversight and administration of this and other management agreements, and the procurement of new management agreements.

AGENDA

BOARD OF ESTIMATES

06/27/2012

Parking Authority - cont'd

The Parking Authority has made the requisite personnel changes and is prepared to move forward with seeking award of a new agreement for the various facilities.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

(The amendment to the parking facility operation and management agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2012

Parking Authority of Baltimore City - Staffing Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a staffing agreement with the Landmark Parking, Inc. The period of agreement is July 1, 2012 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$43,205.40 - 2076-000000-2321-612900-603026

BACKGROUND/EXPLANATION:

This agreement will provide personnel at the parking lot located between Guilford Avenue, E. Pleasant Street, N. Holliday Street, and the Fallsways, known as the JFB Lot or MAPS lot.

The Parking Authority was tasked with finding a means of relocating parking for members of the Managerial and Professional Society of Baltimore (MAPS), so that Healthcare for the Homeless could develop their new facility on the parking lot that MAPS used for their members. After carefully examining all available options, the PABC determined the JFB lot to be the closest and best available alternative to the location where MAPS had been parking.

The PABC, on behalf of the City, negotiated the lease of a portion of the JFB lot with MAPS and obtained the approval of the Board of Estimates on December 12, 2007. As part of the lease agreement, proper staffing and security was to be provided on the lot to secure the spaces for MAPS members. The staffing is assigned to enforce the terms of the lease agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2012

PROPOSAL AND SPECIFICATIONS

1. Dept. of Public Works/ - WC 1238, Locating & Resetting
Bureau of Water and Meter Vaults and Renew Water
Wastewater Supply Services
BIDS TO BE RECV'D: 07/25/2012
BIDS TO BE OPENED: 07/25/2012

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED