

**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  
AUGUST 1, 2012**

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on August 1, 2012.

The Board of Estimates will not receive or open bids on August 1, 2012. The Board of Estimates will reconvene on August 8, 2012.

## BOARD OF ESTIMATES' AGENDA - JULY 25, 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:

Cotten Construction Company	\$ 1,500,000.00
Cuddy & Associates, LLC	\$ 1,089,000.00
Delaine Contractors, Inc.	\$ 981,000.00
EMJAY Engineering and Construction Co., Inc.	\$ 8,000,000.00
Henry H. Lewis Contractors, LLC d/b/a Lewis Contractors	\$ 30,546,000.00
Larry C. McCrae, Inc.	\$ 8,000,000.00
Pro-Air, Inc.	\$ 8,000,000.00
Surface America, Inc.	\$ 61,785,000.00
Western Summit Constructors, Inc.	\$449,955,000.00

#### 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:

Allen & Shariff Corporation	Engineer
Brinjac Engineering, Inc.	Engineer
Greenhorne & O'Mara, Inc.	Landscape Architect Engineer Land Survey

AGENDA

BOARD OF ESTIMATES

07/25/2012

BOARDS AND COMMISSIONS - cont'd

Infrastructure Technologies, LLC

Engineer

MBP

Architect

Engineer

URS Corporation

Architect

Landscape Architect

Engineer

Land Survey

AGENDA

BOARD OF ESTIMATES

07/25/2012

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) - Options</u>			
1. Frances Tompakov	2126 Ashland Ave.	G/R \$96.00	\$ 800.00
2. Sambor Investments, LLC	923 N. Chester St.	G/R \$34.50	\$ 345.00

Funds are available in UDAG funds, account no. 9910-906416-9588-900000-704040, EBDI Phase II Project.

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

Dept. of Housing and Community Development (DHCD) - Condemnations

3. Noam Harel and Phyllis E. Harel	941 N. Chester St.	G/R \$34.50	\$ 288.00
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Funds are available in State funds, account no. 9910-9064160-9588-900000-704040, EBDI Phase II Project.

4. Hyacinth Ingram	932 E. Preston St.	F/S	\$ 13,500.00
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Funds are available in CDBG funds, account no. 9990-907714-9593-9000001-704040, Johnston Square Project.

AGENDA

BOARD OF ESTIMATES

07/25/2012

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnations</u>			
5. Paul Kopel	402 Worsley St.	G/R \$30.00	\$ 250.00
Funds are available in UDAG funds, account no. 9910-904713-9588-900000-704040, Barclay Project.			
6. Paige M. Beckwith	1609 N. Castle St.	F/S	\$6,500.00
Funds are available in account no. 9910-908087-9588-900000-704040, Broadway East Project.			
7. John O. Mitchell, III	2036 E. Federal St.	G/R \$96.00	\$ 640.00

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative, the application to the Maryland Department of Assessments and Taxation to redeem the ground rent interest for this property.

Funds are available in City Bond Funds, account no. 9910-908087-9588-900000-704040, miscellaneous project.

AGENDA

BOARD OF ESTIMATES

07/25/2012

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Law - Payment of Settlement</u>			
8. 133 Potomac, LLC (previous owner)	1013 N. Castle St.	L/H	\$12,200.00

On March 09, 2011, the Board approved the acquisition, by condemnation of the leasehold interest in 1013 N. Castle Street for the amount of \$4,800.00. The former owner valued the property at \$34,000.00. The parties have agreed to settle the condemnation suit for the amount of \$17,000.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$12,200.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-906416-9588-900000-704040.

TRANSFERS OF FUNDS

\* \* \* \* \*

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

7 - 11

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**

**07/25/2012**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>		
1. \$ 78.58 15 <sup>th</sup> EDF	9910-994001-9600 Construction Reserve Unallocated Reserve	9910-902879-9601 Commercial Revitalization
93.30 15 <sup>th</sup> EDF	9910-994001-9600 Construction Reserve Unallocated Reserve	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
971.50 15 <sup>th</sup> EDF	9910-994001-9600 Construction Reserve Unallocated Reserve	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
493.84 15 <sup>th</sup> EDF	9910-994001-9600 Construction Reserve Unallocated Reserve	9910-906835-9603 Westside Project Initiative
21,834.99 19 <sup>th</sup> EDF	9910-994001-9600 Construction Reserve Unallocated Reserve	9910-905852-9601 Economic Dev. Incentive
5,385.00 21 <sup>st</sup> EDF	9910-902483-9600 Construction Reserve S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
1,214.00 21 <sup>st</sup> EDF	9910-903354-9600 Construction Reserve W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.



**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

**TRANSFER OF FUNDS**

BDC - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
125.00 22 <sup>nd</sup> EDF	9910-903354-9600 Construction Reserve W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
4,370.00 23 <sup>rd</sup> EDF	9910-908992-9600 Construction Reserve East Baltimore Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
6,795.00 23 <sup>rd</sup> EDF	9910-913990-9600 Construction Reserve Commercial Revitalization	9910-902879-9601 Commercial Revitalization
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<b>\$ 41,361.21</b>		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending June 30, 2012.

2. 15 <sup>th</sup> EDF	441.36 9910-994001-9600 Construction Reserve Unallocated Reserve	9910-906835-9603 Westside Project Initiative
19 <sup>th</sup> EDF	3,930.00 9910-994001-9600 Construction Reserve Unallocated Reserve	9910-905852-9601 Economic Dev. Incentive
21 <sup>st</sup> EDF	5,099.00 9910-902483-9600 Construction Reserve S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

**TRANSFER OF FUNDS**

BDC - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
375.00 22 <sup>nd</sup> EDF	9910-903354-9600 Construction Reserve W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
2,094.40 22 <sup>nd</sup> EDF	9910-904115-9600 Construction Reserve Westside Initiative	9910-906835-9603 Westside Project Initiative
690.00 23 <sup>rd</sup> EDF	9910-913990-9600 Construction Reserve Commercial Revitalization	9910-904354-9601 Commercial Revitalization
<hr/> <b>\$ 12,629.76</b>		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending May 31, 2012.

Department of Housing and Community Development

3. \$250,000.00 28 <sup>th</sup> CDB	9910-902985-9587 Housing Development Reserve	9910-910145-9588 Health Care for the Homeless
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AGENDA

BOARD OF ESTIMATES

07/25/2012

TRANSFER OF FUNDS

DHCD - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
250,000.00	9910-902985-9587	9910-910145-9588
29 <sup>th</sup> CDB	Housing Development Reserve	Health Care for the Homeless
<u>\$500,000.00</u>		

This transfer will provide funds to the Health Care for the Homeless project for costs associated with construction of the facility at Fallsway and Hillen Street. Health Care for the Homeless provides health-related services, education, and advocacy to reduce the incidence and burdens of homelessness.

4. <b>\$2,404,000.00</b>	9993-925989-9587	
	Loan Repayment Reserve	
\$ 853,351.00	-----	9993-919080-9593
		Public Housing 108
<u>1,550,649.00</u>	-----	9993-920410-9593
<b>\$2,404,000.00</b>		East Baltimore Development Initiative 108

This transfer will provide appropriation authority for repayment on HUD Section 108 loans for fiscal year 2013.

AGENDA

BOARD OF ESTIMATES

07/25/2012

TRANSFER OF FUNDS

Bureau of Water and Wastewater

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
5.	\$204,000.00	9956-905533-9549	
	Counties	Constr. Res.	
		Annual Utilities	
		Fund	
	96,000.00	" "	
	Wastewater		
	Utility		
	Funds		
	<u>\$300,000.00</u>	-----	9956-907542-9551-3
			Design

This transfer will provide funds required for Project 1095E (SC 892) Design of the Structural Rehabilitation of the Chlorine Contact Chamber at the Patapsco Wastewater Treatment Plant - Task No. 3 and to alleviate the current account deficit.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 32** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 20, June 27, and July 11, 2012.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Planning - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Mr. Mark Cameron. The period of the consultant agreement is effective upon Board approval through October 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 4000-406913-1875-187400-603018

**BACKGROUND/EXPLANATION:**

The purpose of the current Mayor's Growing Green Initiative (GGI) is to identify opportunities and develop strategies to transform vacant properties into high performance green spaces. These green spaces will provide a range of social economic and environmental benefits to Baltimore Residents. Mr. Cameron will aid in the identification of GGI pilot sites, the development of proposals for implementation on these sites, including targeted demolition, and the identification of recommendations for connecting proposed capital improvement projects to GGI.

Mr. Cameron is a highly experienced landscape architect and has been serving on the Department of Planning's Urban Design and Architectural Review Panel since 2003, which provides recommendations and guidance concerning major development projects in the city.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

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. 3300 O'Donnell St.	George Tserkis	Outdoor seating 20' x 4'
Annual Charge: \$337.50		
2. 3218 Hudson St.	Michael Buckley	Garage Extension 15'4" x 1'10"
Annual Charge: \$ 98.20		
3. 2017 W. Pratt St.	Cobalt Holdings, LLC	Retain awning w/ signage 14' x 1'4"
Annual Charge: \$105.50		
4. 912 Ramsay St.	Tyler Banks	One set of steps (1) 13' x 3' 10"
Annual Charge: \$35.20		
5. 1601 E. Preston St.	The Development Partners-Oliver, LLC	One set of steps 36 sq. ft.
Annual Charge: \$35.20		

AGENDA

BOARD OF ESTIMATES

07/25/2012

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 710 S. Central Ave. k/a 1066 Lancaster St.	Harbor East Office, LLC	Two awnings 23' x 4'
Annual Charge: \$386.40		
7. 17-25 Birkhead St.	Stavrou Companies, Inc.	Five sets of steps 3' x 2'
18-26 E. Fort St.	Stavrou Companies, Inc.	Five sets of steps 3' x 2'
Flat Charge: \$352.00		
8. 419 W. Redwood St.	University Physicians, Inc.	One double face electric sign 172 sq. ft. one single face electric sign 108 sq. ft.
Annual Charge: \$1,808.80		

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



**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with Point Breeze, LLC.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Transportation, is proposing to rehabilitate Broening Highway. The City's contractor will need to remove a portion of a fence on a property owned by Point Breeze, LLC located at 2501 Broening Highway. This will provide its employees ingress and egress into its parking lot during construction closures of its primary entrance in conjunction with the Department of Transportation Project TR-08046, Rehabilitation of Broening Highway.

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with Harbor East Parcel D-Commercial, LLC.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Transportation is proposing to reconstruct the promenade in the vicinity of property owned by Harbor East Parcel D-Commercial, LLC located in the vicinity of President Street, known as Block 1800, lots 1, 2, 3, 4, and 5. This agreement will allow the City's contractor access onto the property to complete the reconstruction of the promenade in conjunction with the Department of Transportation Project No. TR-10314.

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of General Services - Perpetual Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a perpetual easement agreement with Fallstaff Center, LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$1,686.00 - 9950-902454-9508-900020

**BACKGROUND/EXPLANATION:**

The Department of Transportation is proposing to install signal equipment on a portion of the property owned by Fallstaff Center, LLC located at 6812 Reisterstown Road. This perpetual easement agreement will allow the City's contractor to install and maintain signal equipment in conjunction with the Department of Transportation Project No. TR-05309, Reisterstown Road Streetscape.

The Bureau of General Services determined the fair market value of the Perpetual Easement to be \$1,686.00.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of General Services - Perpetual Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a perpetual easement agreement with Fords Sixty-Three L.L.C.

**AMOUNT OF MONEY AND SOURCE:**

\$ 900.00 - 9950-902454-9508-900020

**BACKGROUND/EXPLANATION:**

The Department of Transportation is proposing to install signal equipment on a portion of the property owned by Fords Sixty-Three L.L.C. located at 6322 Reisterstown Road. This perpetual easement agreement will allow the City's contractor to install and maintain the signal equipment in conjunction with Department of Transportation Project No. TR-05309, Reisterstown Road Streetscape.

The Bureau of General Services determined the fair market value of the Perpetual Easement to be \$900.00.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of General Services - Energy Efficiency Community  
Block Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the energy efficiency community block grant agreement with the Tuerk House, Inc. The period of the agreement is effective upon Board approval through September 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$16,230.00 - 9916-913900-9197

**BACKGROUND/EXPLANATION:**

The Department has received an award under the Energy Efficiency and Conservation Block Grant Program from the U.S. Department of Energy.

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facility located at 730 Ashburton St. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$16,230.00.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

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 Parth Investment Corporation.

**AMOUNT OF MONEY AND SOURCE:**

\$12,002.00 - 9950-902454-9508-900020

**BACKGROUND/EXPLANATION:**

The City of Baltimore, acting by and through the Department of Transportation, is proposing to widen a portion of Reisterstown Road on a portion of the property owned by Parth Investment Corporation, located at 7000 Reisterstown Road.

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 05309, Reisterstown Road Streetscape.

**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**

**07/25/2012**

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 Mr. Lonnie Parker.

**AMOUNT OF MONEY AND SOURCE:**

\$1,856.00 - 9950-902454-9508-900020

**BACKGROUND/EXPLANATION:**

The City of Baltimore, acting by and through the Department of Transportation, is proposing to widen a portion of Reisterstown Road on a portion of the property owned by Mr. Parker, located at 5606 Reisterstown Road.

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 05309, Reisterstown Road Streetscape.

**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**

**07/25/2012**

Department of General Services - Developer's Agreement No. 1253

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of developer's agreement no. 1253 with Christian Temple Faith Church, Inc., developer.

**AMOUNT OF MONEY AND SOURCE:**

\$15,222.00

**BACKGROUND/EXPLANATION:**

The developer would like to install new water service, to its proposed construction located in the vicinity of 5101 Reisterstown Road. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Letter of Credit in the amount of \$15,222.00 has been issued to Christian Temple Faith Church, Inc. 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**

**07/25/2012**

Department of General Services - Developer's Agreement No. 1274

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of developer's agreement no. 1274 with Columbus School Limited Partnership, developer.

**AMOUNT OF MONEY AND SOURCE:**

\$23,480.00

**BACKGROUND/EXPLANATION:**

The developer would like to install new water service and abandon existing water service to its proposed construction located in the vicinity of 2000 East North Avenue. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A performance bond in the amount of \$23,480.00 has been issued to Columbus School Limited Partnership 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**

**07/25/2012**

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 Cho Benn Holback and Associates for Project No. 1125C, 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:**

\$748,223.22 - 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 \$748,223.22 for the two-year period.

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of General Services - cont'd

**MBE/WBE PARTICIPATION:**

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

<b>MBE:</b> MIN Engineering, Inc.	\$202,500.00	27%
<b>WBE:</b> Mahan Rykiel Associates	\$ 15,000.00	0-2%
Gower Thompson, Inc.	<u>52,500.00</u>	0-7%
	<b>\$ 67,500.00</b>	

**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**

**07/25/2012**

Department of Transportation - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a memorandum of understanding (MOU) with the East Baltimore Development, Inc. (EBDI) The period of the agreement is effective upon Board approval for five years, SUBJECT to annual appropriations.

**AMOUNT OF MONEY AND SOURCE:**

\$241,070.00 - 3001-000000-5016-382300-603026

**BACKGROUND/EXPLANATION:**

The MOU covers ongoing maintenance on the recently improved medians on Broadway, which extends from Ashland Avenue to North Avenue. The EBDI will perform landscape maintenance of all areas within the project limits, not intended for vehicular or pedestrian use, including median and island areas. The EBDI will furnish all labor, equipment, and materials necessary for landscape maintenance activities. The City agrees to pay in semi-annual installments over the term of the agreement.

The MOU is late due to additional information being provided by outside entity.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Transportation - 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 Maryland State Highway Administration (SHA). The period of the memorandum of understanding is effective upon Board approval for two years.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - 1001-000000-5015-382300-604011

**BACKGROUND/EXPLANATION:**

The MOU outlines the responsibilities between the SHA and the Department for snow removal along the Jones Falls Expressway from the County/City line to Annapolis Road. The removal will consist of the SHA's efforts to remove snow due to the City experiencing equipment shortages for any winter emergencies. The City will be responsible for all costs incurred by the SHA for the removal.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2012 through June 30, 2013, unless otherwise indicated.

1. **UNIVERSITY OF MARYLAND/BALTIMORE** \$ 0.00  
**COLLEGE OF DENTAL SURGERY, MEDICAL RECORDS**

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

The agreement is late because it was just signed and returned to the Health Department.

2. **THE JOHNS HOPKINS UNIVERSITY** \$185,324.00  
**(JHU)**

Account: 4000-422512-3030-271516-603051

The JHU will provide personnel to manage the overall operation of the Syphilis Elimination Project (SEP). These individuals will oversee the Rapid Response Team and monitor one SEP-sponsored Community-Based organization. The period of the agreement is January 1, 2012 through December 31, 2012.

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

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

07/25/2012

Health Department - cont'd

	<u>Case Monitor Name</u>	<u>Rate of Pay</u>	<u>Amount</u>
3.	<b>ALICE A. ROSS, R.N.</b>	\$45.00 per case per month	<b>\$ 40,500.00</b>

Account: 4000-426213-3110-606200-603018

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

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

The Case Monitor will exercise independent professional judgment and carry professional liability insurance. The case monitor will be an independent contractor and not an employee of the City.

The Case Monitor will be responsible for establishing a plan of personal care for each eligible recipient assigned to her in Baltimore City. The Case Monitor will make home visits at least once every 90 days, unless otherwise indicated, maintain clinical records, consult with each client's personal physician and other providers in order to develop a care plan, and perform other related duties.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Health Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
4. <b>HILLARY J. MICHAUD</b>	\$75.00 per hour	<b>\$ 10,000.00</b>

Account: 1001-000000-3021-268400-603018

Ms. Michaud will function as a Hearing Officer to provide for the resolution of disputes arising as a result of licensing, regulation, and enforcement of certain activities administered by the Department's Environmental Health Section.

The agreement is late because of delays in the internal review process.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

5. <b>THE ABELL FOUNDATION</b>	<b>\$ 80,000.00</b>
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Account: 6000-651313-3030-279200-600000

Under the terms of this grant award agreement, the funds from the Abell Foundation will enable the Adolescent & Reproductive Health Clinics and School-based Health Centers to serve a population of adolescents/women who desire, but currently do not have access to the Long-acting Reversible Contraceptive Project, and reduce the incidence of unintended pregnancy.

The grant agreement is late because it was recently received.



Health Department - cont'd

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Health Department - Correction to Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the correction to the title and the funding period for the grant from the Abell Foundation.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On April 4, 2012, the Board approved acceptance of a grant award from the Abell Foundation in the amount of \$164,248.00. This grant provided funds for Home Visiting Services to Children with Severe Asthma in Baltimore City.

The grant title and the grant award period were incorrect.

The Department desires to correct the grant title to Healthy Homes: Community Asthma Program and the period of the grant award to February 8, 2012 through August 31, 2013.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the Maryland Association of County Health Officers (MACHO) and the National Association of County and City Health Officials (NACCHO) for Oxiris Barbot, MD, Commissioner of Health.

**AMOUNT OF MONEY AND SOURCE:**

\$6,262.00 - MACHO  
1,744.00 - NACCHO  
**\$8,006.00** - 1001-000000-3001-599000 -603022

**BACKGROUND/EXPLANATION:**

The funds will be used to pay the Commissioner's 2013 annual MACHO membership dues and 2013 annual NACCHO membership dues.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Health Department - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. Ryan Pitts for the month of February 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$215.90 - 1001-000000-3160-308000-603002

**BACKGROUND/EXPLANATION:**

Mr. Pitts submitted his expense statement within the required time period. However, due to the Department's staff changes, the expense report was not submitted to the appropriate parties for signature.

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

The Department apologizes for the lateness of this submission.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

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 Ibrahim Abou-taleb, developer, for the sale of the property located at 1912 Wilkens Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$5,500.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The project will consist of the conversion of the property into a single family rental unit. The purchaser plans to invest approximately \$80,000.00 into this project. In addition, the developer recently purchased the properties on either side of 1912 Wilkens Ave, all of the properties will be rehabbed simultaneously.

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The DHCD has determined the price of the property using available real estate data. The building was priced at \$5,351.00. The purchase price for the property will be \$5,500.00 for the following reasons:

The sale of the property, once developed, will generate real estate property taxes to the City of Baltimore. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment.

The property is being conveyed above the price determined by the valuation waiver.

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

The property is being valued at less than \$50,000.00 therefore MBE/WBE is not applicable.

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Housing  
and Community Development

- Amendment to Land  
Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to land disposition agreement with Sandtown Habitat for Humanity, Inc., developer for 1523 N. Gilmore Street.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On June 08, 2011, the Board, approved the sale of several properties to Sandtown Habitat for Humanity, Inc. One of the properties identified for sale in the original LDA was 1523 N. Gilmore Street, which was inadvertently omitted in Schedules A and B of the same LDA. This was a typographical error.

The amendment to the LDA will correct this error. All other terms and conditions will remain in full force and effect. The Sandtown Habitat for Humanity, Inc. is a non-profit, nationally known organization, which proposes to gut rehab the property into a single family homeownership unit. The total rehab cost will be \$40,000.00.

**MBE/WBE PARTICIPATION:**

It should be noted that 1523 N. Gilmore Street is not subject to Article 5, Subtitle 28, of the Baltimore City Code, because City funds will not be involved and the property will be sold for less than \$49,999.99.

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Housing and - Amendment No. 1 to Memorandum  
Community Development of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize amendment no. 1 to a memorandum of understanding (MOU) with the Coalition to End Childhood Lead Poisoning, Inc. This amendment extends the use of Department funds through July 31, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On September 28, 2011, the Board approved the original MOU to hire a Joint Intervention Coordinator that will coordinate Green and Healthy Homes services for low-income households in Baltimore City.

Baltimore is a national leader in the Green and Healthy Homes Initiative, a national movement to address housing needs in economically challenged communities more efficiently, cost-effectively, and holistically. On May 20, 2011, the Mayor signed the Green and Healthy Homes Initiative Compact (Compact) for the City. The Compact commits the City to provide comprehensive energy-efficiency, health and safety upgrades in 450 homes over the next two years. These 450 units are completed through coordinating services across multiple City, nonprofit and private agencies to meet the multifaceted housing, health and economic needs of families being served. The Joint Intervention Coordinator plays a crucial role in sequencing services between agencies and with clients, as well as tracking and evaluating outcomes of services.



**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

DHCD - cont'd

The position reports jointly to the Coalition's Director of Program Services and the City Department of Housing and Community Development's LIGHT Projects Coordinator. The Coalition's Executive Director and DHCD's Assistant Commissioner for Green, Healthy and Sustainable Homes will provide additional oversight and management.

All other terms and conditions of the original agreement remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Housing and - Expenditure of Funds  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay TRF Development Partners (TRF).

**AMOUNT OF MONEY AND SOURCE:**

\$461,057.90 - 9910-906460-9588-900000-704040

**BACKGROUND/EXPLANATION:**

The reimbursement of expenses is for acquisition related expenses in the Oliver community completed as contemplated by the Baltimore City Affordable Housing Program.

On September 13, 2006, the Board approved funding in the amount of \$1,155,800.00 from the Affordable Housing Trust to acquire, and relocate occupants, and demolish properties within the Southwestern portion of the Oliver neighborhood, including the 1500 and 1600 blocks of E. Preston Street, the 1600 blocks of Ellsworth Streets and Hakesley Place and the 1200 and 1300 blocks of N. Dallas and N. Bond Streets. This area has subsequently become commonly referred to as the Preston Place redevelopment zone.

The Baltimore City Affordable Housing Program was established by Ordinance No. 06-181 to improve and expand housing opportunities for working families and other persons of low and moderate income and to promote economic diversity in City neighborhoods. Pursuant to the rules and regulations of the program, the Commissioner may expend up to 100% of the program funds for grants and loans to implement the core program activities, which include: acquisition, relocation, demolition, and site preparation. The City may spend up to 15% of the funds for preservation, rehabilitation and development of economically diverse housing in City neighborhoods.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

DHCD - cont'd

The TRF is a recognized Baltimore City Community Housing Development Organization serving the East Baltimore Community and it has invested over \$11,200,000.00 of federal, state and private resources to acquire, demolish rehabilitate and construct properties in the Preston Place redevelopment zone.

The DHCD and TRF and its affiliates have established a long term working relationship to acquire, demolish, rehabilitate, construct, sell, lease and manage properties for the express purpose of stabilizing the community in and around the Preston Place redevelopment zone.

The Board approved a Land Disposition Agreement to transfer 155 properties to TRF, in furtherance of the Preston Place redevelopment initiative on July 2, 2008. In addition the Board approved a Land Disposition Agreement to transfer 39 properties to TRF, in conjunction with Preston Place redevelopment initiative on June 20, 2012.

The Preston Place area has been extended to include the 1100 and 1200 blocks of N. Broadway under the Neighborhood Stabilization Program (NSP3). As part of the NSP3 project, the City, TRF and East Baltimore Development Incorporated (EBDI) are working together to redevelopment at least thirty-three abandoned homes in the expanded Preston Place zone. The project will invest \$6,800,000.00 of federal, state and private funds in the Preston Place redevelopment zone.

Since 2008, the partnership between the DHCD and TRF has resulted in the construction and rehabilitation of over 60 homes serving over 130 Baltimore City residents in the Preston Place redevelopment footprint. TRF's activity has reduced the vacancy rate in the area by 30%.

AGENDA

BOARD OF ESTIMATES

07/25/2012

DHCD - cont'd

To facilitate the furtherance of the project, TRF has spent \$461,057.90 of its private funds for the acquisition of the following privately held abandoned properties in the Oliver Community:

1204-1212 N. Dallas Street	\$102,473.40
1209 N. Dallas Street	4,931.15
1225 N. Dallas Street	9,659.91
1227 N. Dallas Street	16,307.41
1256 N. Broadway	35,845.75
1236 N. Broadway	17,980.58
1208 N Bond Street	6,604.76
1510 N. Bond Street	179,652.98
1524 Biddle Street	12,680.33
1629 Hakesley Place	48,455.31
1639 Hakesley Place	<u>26,466.32</u>
<b>Total</b>	<b>\$461,057.90</b>

The amount to be reimbursed to TRF is \$461,057.90.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Housing and - Agreements  
Community Development

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2012 through June 31, 2013, unless otherwise indicated.

**1. BELAIR EDISON NEIGHBORHOODS, INC. \$ 94,650.00**  
**(BENI)**

Accounts: 2089-208913-5930-436872-603051	\$ 26,500.00
2089-208913-5930-436881-603051	\$ 10,000.00
2089-208913-5930-436883-603051	\$ 4,000.00
2089-208913-5930-436891-603051	\$ 54,150.00

The BENI will continue to provide homeownership counseling services to low- and moderate-income persons. The BENI will also work to facilitate economic development in the Belair-Edison Commercial Business District. Under the terms of this agreement, the funds will be used to subsidize the BENI's operating expenses.

**FOR THE FY 2013, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$28,524.00, AS FOLLOWS:**

**MBE: \$7,701.00**

**WBE: \$2,852.00**

**2. LIVING CLASSROOMS FOUNDATION, INC. \$380,480.00**

Account: 2089-208913-5930-424964-603051

Under the terms of this agreement, the organization will train Project SERVE members to clean and occasionally board a minimum of 3,019 vacant properties within predetermined

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

DHCD - cont'd

eligible code enforcement areas of Baltimore City, under the direction and control of the Department of Public Work's Bureau of Solid Waste (DPW). The DPW will provide all Service Requests to the organization and will oversee each completed Service Request for satisfactory compliance with City procedures and codes.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

PERSONNEL MATTERS

\* \* \* \* \*

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

47 - 60

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

07/25/2012

PERSONNEL

Department of Planning

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>ROBERT K. FREEMAN, Jr.</b>	\$27.29	<b>\$24,507.00</b>

Account: 9905-903009-9188-000000-709009

Mr. Freeman will continue to work as a Geographic Information Systems (GIS) Technician. His duties will include but are not limited to developing and producing digital and hardcopy computer-generated GIS data and custom map products. He will utilize GIS software to perform spatial analysis and to design and create accurate cartographic products for the Mayor's Office of Information Technology and City agencies in response to the news media, public events, public safety, and natural disaster emergencies. In addition, his duties will include conducting department-wide training in ArcView 10 and other related programs, serving as a technical expert, managing all facets of the Department's GIS-based projects, maintaining on-line mapping, and analyzing data and preparing reports. The period of the agreement is August 22, 2012 through February 21, 2013.

Office of the State's Attorney

2. <b>CYNTHIA M. WEESE</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-118300-601009		
3. <b>DONALD E. STEINHICE</b>	\$30.97	<b>\$53,626.00</b>

Account: 1001-000000-1150-119400-601009



AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Office of the State's Attorney - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
4. <b>DAVID ROLLE</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-118000-601009		
5. <b>WILLIAM E. COLE</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-119000-601009		
6. <b>ROBERT W. BITTINGER</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-118500-601009		
7. <b>MICHAEL A. TOWNSEND</b>	\$25.88	<b>\$44,788.00</b>
Account: 1001-000000-1150-120900-601009		
8. <b>YOLANDA V. ROBINSON</b>	\$25.88	<b>\$44,788.00</b>
Account: 1001-000000-1150-122000-601009		

These retirees will work as Investigators. Their duties will include but are not limited to, researching and locating parties relevant to prosecution of cases, providing location information to attorneys and forwarding information to the Warrant Apprehension Task Force so that arrests can be made. They will communicate with witnesses and victims to provide case and trial data information, and prepare subpoenas. These duties and salary are comparable to those of similar City positions and is consistent with the waiver of the AM 212-1 approved by the Board of Estimates on March 3, 1999 to hire retired Police Officers as Investigators for the Office of the State's Attorney. The period of the agreement is August 15, 2012 through August 14, 2013.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
9. MICHAEL O'CONNOR	\$27.28	\$32,737.24

Account: 2030-000000-1890-189900-601009

Mr. O'Connor will continue to work as a Financial Assessment Specialist. His duties will include, but are not limited to providing review of the Fleet Management Consultant recommendations and providing oversight of the implementation project that will phase in new operational and financial structures by Mercury Associates. In addition he will develop an internal service fund for the Building Maintenance Division and assist in the implementation of that fund during FY 13 so that a structure is in place when the Department begins preparation for the FY 14 budget. He will develop funding structures to support reorganization of the Department, including the establishment of the Property Management Bureau and Contract Administration Section. Mr. O'Connor will also be responsible for assisting in the assimilation of the Department's new CFO and the development of a defined procedure to capture Capital funding, and tracking and reporting expenditures. In addition he will attend meetings within the Department and other agencies on behalf of the CFO such as Citistat statistical preparation, Outcome Budget assessments and reviews, and other budget related meetings and making recommendations regarding budgetary and fiscal structure with an emphasis on improvements. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Department of General Services - cont'd

10. Reclassify the following position:

From: 33252 - Typist II  
Grade 075 (\$26,316.00 - \$29,913.00)  
Job No. 1982-2059

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

Costs: \$2,717.00 - 1001-000000-1982-192500-601001

Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
11. <b>DAVID M. WERNER</b>	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Werner will serve as Contract Service Specialist. He will be responsible for validating all police records entered into the National Crime Information Center (NCIC). He will also be responsible for contacting complainants/victims and the court for follow-up information and preparing NCIC supplemental reports. He is also responsible for updating, modifying or removing the NCIC validations. The period of the agreement is August 24, 2012 through August 23, 2013.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
12. <b>RAYMOND A. COLEMAN</b>	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Coleman will serve as a Contract Services Specialist for the Laboratory Section. He will be responsible for maintaining case file system and evidence files; coordinating fulfillment of subpoenas for Lab records and handling calls from departmental command, courts, attorney's offices, and other outside agencies. The period of the agreement is August 24, 2012, through August 23, 2013.

13. <b>DOUGLAS W. KERR</b>	\$14.42	<b>\$30,000.00</b>
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Account: 1001-000000-2042-198100-601009

Mr. Kerr will serve as a Contract Services Specialist for the Property Section. He will be responsible for inventory and accountability for all department equipment, assisting all other units in the Property Section whenever requested as well as identifying and labeling all non-expendable property and entering into the Consolidated Management Receipt database. The period of the agreement is August 10, 2012 through August 9, 2013.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

**PERSONNEL**

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
14. <b>SHEILA T. THOMPSON</b>	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Ms. Thompson will serve as Contract Service Specialist. She will be responsible for validating all police records entered into the National Crime Information Center (NCIC). She will also be responsible for contacting complainants/authors of NCIC supplemental report entries for the purpose of validating, modifying or removing the NCIC entry from the record. The period of the agreement is effective upon Board approval or August 24, 2012 through August 23, 2013.

15. <b>JOSEPH B. JOHNSON</b>	\$14.42	<b>\$30,000.00</b>
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Account: 1001-000000-2042-198100-601009

Mr. Johnson will serve as a Contract Services Specialist for the Fiscal Section - Overtime Unit. His duties will include various scheduling and billing of overtime sites such as swimming pools and Orioles and Ravens games. The period of the agreement is August 24, 2012 through August 23, 2013.

16. <b>ALBERT M. DIGGS</b>	\$14.42	<b>\$30,000.00</b>
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Account: 1001-000000-2042-198100-601009

Mr. Diggs will serve as a Contract Services Specialist for the Fiscal Section and his duties include various scheduling and billing of overtime sites such as swimming pools and Orioles and Ravens games. The period of the agreement is August 10, 2012 through August 9, 2013.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
17. <b>BARBARA DARGAN</b>	\$14.42	<b>\$30,000.00</b>

Account: 5000-599213-2024-212600-601009

Ms. Dargan will continue to serve as a Contract Services Specialist One (Data Entry Operator) for the Gun Violence Reduction Project. She will be responsible for utilizing a computer terminal to record a variety of complex and sensitive data from source documents into a database; examine source documents for completeness and return documents to originator for corrections or clarification. The period of the agreement is effective upon Board approval through June 30, 2013.

18. <b>LAWRENCE B. JOHNSON</b>	\$14.42	<b>\$30,000.00</b>
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Account: 5000-599213-2024-212600-601009

Mr. Johnson, retiree, will continue to work as a Contract Service Specialist One (Firearms Inventory Technician) for the Cease Fire-Gun Violence Reduction Project. Mr. Johnson will be responsible for firearms inventory to identify the manufacturer, model, caliber, serial number, and condition of incoming firearms. He will test suitable non-evidentiary firearms and recover sample cartridge cases and bullet specimens for future entry in the IBIS computer system and enter results of inventories into unit computer programs. The period of the agreement is effective upon Board approval through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Police Department - cont'd

On January 3, 1996, the Board approved a waiver of Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired police officers as contract employees.

The retirees will serve as Contract Services Specialists and will perform a variety of tasks, previously performed by full-duty police officers, which are supportive in nature. This will allow the Department to continue to assign active police officers to crime fighting duties.

The retirees will receive no benefits other than workmen's compensation and F.I.C.A.

19. Reclassify the following vacant position:

From: 33115 - Data Entry Supervisor I  
Grade 084 (\$33,510.00 - \$39,994.00)  
Job No. 2042-19246

To: 33115 - Office Supervisor  
Grade 084 (\$33,510.00 - \$39,994.00)

There are no costs associated with this action.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Baltimore Fire Department

20. Reclassify the following vacant position:

From: 41210 - Firefighter/Paramedic  
Grade 312 (\$35,148.00 - \$56,094.00)  
Job No. 2101-47648

To: 33677 - Personnel Generalist II  
Grade 111 (\$41,700.00 - \$60,500.00)

Costs: \$5,816.00 - 1001-000000-2101-225000-601001

Department of Finance/Bureau of Budget Management Research

21. Upgrade the following classification series

a. From: 31301 - Budget/Management Analyst I  
Grade 110 (40,000.00 - \$48,900.00)

To: 31301 - Budget/Management Analyst I  
Grade 113 (\$46,700.00 - \$56,500.00)

b. From: 31302 - Budget/Management Analyst II  
Grade 113 (\$46,700.00 - \$56,500.00)

To: 31302 - Budget/Management Analyst II  
Grade 117 (\$56,000 - \$68,500.00)



AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Department of Finance/Bureau of Budget Management Research

c. From: 31303 - Budget/Management Analyst III  
Grade 117 (\$56,000.00 - \$68,500.00)

To: 31303 - Budget/Management Analyst III  
Grade 120 (\$64,800.00 - \$78,500.00)

d. From: 31304 - Budget/Management Analyst IV  
Grade 119 (\$61,900.00 - \$75,500.00)

To: 31304 - Budget/Management Analyst IV  
Grade 122 (\$71,200.00 - \$86,900.00)

Costs: \$96,776.00 - 1001-000000-1411-160400-601001

The Department of Finance, Bureau of Budget and Management Research requested that the Department of Human Resources (DHR) conduct a study of the Budget/Management Analyst I-IV classification series and respective compensation levels. DHR found that the current salaries are not sufficiently competitive to attract and retain candidates with the requisite skill sets. Therefore, it is recommended that the current salary grades of the Budget/Management Analyst classification series be adjusted to be more competitive within the local labor market.

Department of Finance

22. Create the following new non-civil service classification and pay grade:

---

02347 - Assistant Director, Social Services  
Supplement  
Grade 885 (\$10,000.00 flat rate)

Costs: \$10,000.00 - 1001-000000-3650-336302-601001

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

**PERSONNEL**

Department of Communication Services

	<u>Hourly Rate</u>	<u>Amount</u>
23. <b>MONAE A. ROBINSON</b>	\$14.18	<b>\$22,121.00</b>
24. <b>GWENDOLYN C. HARDIN</b>	\$14.18	<b>\$22,121.00</b>
25. <b>TOCHIA PATTERSON</b>	\$14.18	<b>\$22,121.00</b>
26. <b>TOYA SMITH</b>	\$14.18	<b>\$22,121.00</b>
27. <b>ANN JENKINS</b>	\$14.18	<b>\$22,121.00</b>

Account: 2039-000000-1330-158400-601009

These individuals will work as Telephone Operator I's for the Municipal Telephone Exchange to ensure adequate coverage on the weekends and will work on-call, as needed. Their duties will include, but are not limited to operating a City agency telephone console and computer terminal, placing outgoing and accepting incoming toll and long distance calls following specific procedures and receiving telephone calls for assistance from the general public. The period of the agreement is effective upon Board approval for 1-year.

Health Department

28. <b>AJA SAGE HARRIS</b>	\$25.00	<b>\$ 1,750.00</b>
----------------------------	---------	--------------------

Account: 1001-000000-2401-258300-601009

Ms. Harris will serve as an Animal Hearing Panel Member. She will be responsible for providing notices of hearings in writing to the aggrieved party, any interested party, and the Office at least five days before the hearing, attend scheduled hearings and conduct hearings.

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

Health Dept. - cont'd

The hearings will be conducted in an orderly, but informal manner, ensuring procedural due process in accordance with Panel Hearing Procedure Regulations. The period of the agreement is effective upon Board approval through June 30, 2013.

Department of Public Works (DPW)

29. Reclassify the following one filled and two vacant positions:

Job No. 5541-23788

a. From: 33213 - Office Assistant III  
Grade 078

To: 33681 - Personnel Assistant I  
Grade 081

Job No. 5501-22855 - Vacant

b. From: 71522 - Chemist III  
Grade 089

To: 33676 - Personnel Generalist I  
Grade 088

Job No. 5501-46845 - Vacant

c. From: 34421 - Fiscal Technician  
Grade 088

To: 33677 - Personnel Generalist II  
Grade 111

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

DPW - cont'd

Create one position

d. 33681 - Personnel Assistant I  
Grade 081

Costs: \$ 4,130.00	-	2070-000000-5541-399300-601001
(1,894.00)	-	2070-000000-5501-605300-601001
4,130.00	-	2070-000000-5541-399300-601001
53,167.00	-	2070-000000-5501-399300-601001
<u>\$59,533.00</u>		

30. Reclassify the following five vacant positions:

Job No. 5521-47995

From: 54315 - Water Treatment Tech Supervisor  
Grade 088

To: 31420 - Liaison Officer I  
Grade 090

Job Nos. 5521-47997 & 5521-47996

From: 54315 - Water Treatment Tech Supervisor  
Grade 088

To: 31422 - Liaison Officer II  
Grade 093

Job Nos. 5501-22949 & 5501-22969

From: 54333 - Water Treatment Tech II  
Grade 433

To: 31420 - Liaison Officer I  
Grade 090

Costs: \$19,737.00	-	2071-000000-5521-608600-601001
16,352.00	-	2071-000000-5501-630000-601001
<u>\$36,089.00</u>		

AGENDA

BOARD OF ESTIMATES

07/25/2012

PERSONNEL

DPW - cont'd

31. Reclassify the following position:

Job No. 5501-33671

From: 34132 - Accounting Assistant II  
Grade 078

To: 34142 - Accountant II  
Grade 110

Costs: \$25,035.00 - 2070-000000-5541-399300-601001

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
32. <b>DENNIS TUTTLE</b>	\$30.00	<b>\$23,400.00</b> (not to exceed)

Account: 1001-000000-4711-361700-601009

Mr. Tuttle will continue to work as a Marketing Manager. His duties will include, but are not limited to utilizing print, publishing, web design and electronic media to assist the Department in featuring people, places, events and storylines that define its mission. In addition, Mr. Tuttle will shape and package the information and produce it for delivery through the Department's e-mail newsletter and website, as well as social media such as Facebook and Twitter. Mr. Tuttle's additional duties include working with the City's webmaster to transition the Department's webpage to a new platform and provide current and updated maps, content, and references. This salary shows a 20% increase in the hourly rate from the previous contract. The period of the agreement is effective upon Board approval through December 31, 2012.

EXTRA WORK ORDERS

\* \* \* \* \*

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

62

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

AGENDA

BOARD OF ESTIMATES

07/25/2012

EXTRA WORK ORDERS

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

Department of Transportation

- |  |               |                                |     |   |
|--|---------------|--------------------------------|-----|---|
| 1. EWO #003, \$ 0.00 - TR 12009, Dredging the Inner Harbor<br>Water Channels |               |                                |     |   |
| \$ 1,066,000.00  | \$ 160,800.00 | McLean Contracting,<br>Company | 180 | - |

Bureau of Water and Wastewater

- |  |                 |                   |   |    |
|--|-----------------|-------------------|---|----|
| 2. EWO #009, \$348,000.00 - WC 1160R, Montebello Plant 2<br>Finished Water Reservoir Cover |                 |                   |   |    |
| \$36,922,950.00  | \$ 4,446,835.63 | Alan A. Myers, LP | 0 | 78 |

The project included the demolition of the 84 inch Montebello By-Pass Main. This main supplies water to Druid Park Lake prior to distribution to the customers.

The Water System Manager advised that to maintain proper water quality in Druid Lake, the 36-inch Druid PRV main and the 48-inch Vernon main should be placed into service. It was discovered that these mains were not in usable condition. The contractor was directed to immediately proceed and do the work necessary to place these mains into service. The mains are now in service.

Department of Recreation & Parks

- |  |              |  |   |   |
|--|--------------|--|---|---|
| 3. EWO #005, \$90,752.76 - RP 10811, Clifton Park Recreation<br>Center |              |  |   |   |
| \$ 3,064,000.00  | \$ 64,239.03 | E. Pikounis Con-<br>struction Company,<br>Inc. | - | - |

AGENDA

BOARD OF ESTIMATES

07/25/2012

PROPOSAL AND SPECIFICATIONS

1. Department of Transportation - TR 12017R, Material Testing  
2012 Various Projects Citywide  
**BIDS TO BE RECV'D: 08/22/2012**  
**BIDS TO BE OPENED: 08/22/2012**
  
2. Bureau of Water & Wastewater - WC 1225R, W. Forest Park  
Ave./Mohawk Ave. and Keswick  
Rd.-Water Main Replacements  
**BIDS TO BE RECV'D: 08/29/2012**  
**BIDS TO BE OPENED: 08/29/2012**
  
3. Bureau of Water & Wastewater - SC 898, Improvements to  
Sanitary Sewers in Stony Run  
Area in the Jones Falls  
Sewershed  
**BIDS TO BE RECV'D: 08/29/2012**  
**BIDS TO BE OPENED: 08/29/2012**
  
4. Bureau of Water & Wastewater - SC 899, Improvements to  
Sanitary Sewers in Western Run  
Area in the Jones Falls  
Sewershed  
**BIDS TO BE RECV'D: 08/29/2012**  
**BIDS TO BE OPENED: 08/29/2012**
  
5. Bureau of Water & Wastewater - SC 900, Improvements to  
Sanitary Sewers in Upper Jones  
Falls and Maryland Ave. Areas  
in the Jones Falls Sewershed  
**BIDS TO BE RECV'D: 08/29/2012**  
**BIDS TO BE OPENED: 08/29/2012**
  
6. Dept. of Public Works/Dept.  
of Recreation & Parks - RP 12805R, Islamic Way Park  
Basketball Court Improvements  
**BIDS TO BE RECV'D: 08/29/2012**  
**BIDS TO BE OPENED: 08/29/2012**



**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Mayor's Office of Information Technology (MOIT) - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Year Up, Inc. The period of the agreement is July 30, 2012 through January 27, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$24,165.00 - 1001-000000-1474-167700-603051

**BACKGROUND/EXPLANATION:**

The MOIT would like to continue the Year Up Internship Program which provides on-the-job training to students, as interns who are currently enrolled in the Year Up program. MOIT desires to engage a consultant to develop the format for the internship program for 2012 - 2013. The consultant will recruit, screen, and employ students as interns for the Year Up Internship Program, and provide training as well as a stipend to the interns.

The Year Up Internship Program is a non-profit experimental training program, and is a local institution of higher education. The City will reimburse the Year Up Internship Program for providing satisfactory services in an amount not to exceed \$24,165.00 for the services to be provided and for stipends to interns participating in the Year Up Internship Program. The internship program will be for actual hours worked and services performed. Any expenses/costs incurred by the program in excess of this amount will be the sole responsibility of the consultant.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

MOIT - cont'd

The Board previously approved intern services for the period July 25, 2011 through January 27, 2012, as well as January 30 through July 27, 2012.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Mayor's Office - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with FCP Munsey, LLC (The Munsey). The period of the lease agreement is July 25, 2012 for six months.

**AMOUNT OF MONEY AND SOURCE:**

<u>Monthly Amount</u>	<u>Annual Amount</u>
\$1,510.00	\$14,365.00

Account: 1001-000000-1601-172500-603013

**BACKGROUND/EXPLANATION:**

The lease agreement is for transitional housing for a new executive level appointment recruited from out of state.

The City Administration has recruited for the position of Director of Human Resources and conducted a national search to find the most highly qualified candidate. The position of Director of Human Resources for Baltimore City is a critical position that requires an individual with exceptional qualifications, critical analysis and problem-resolution skills along with exceptional interpersonal leadership skills to develop and maintain critical relationships with City agencies and staff. In the Administration's judgment, Mr. Charles possesses the unique combination of skills and attributes critical to success in this role and has offered the position to Mr. Ronnie E. Charles who currently resides in Suffolk, Virginia. In order to make the transition to Baltimore economically feasible for Mr. Charles, the Administration has offered, contingent upon Board approval, to provide transitional housing and parking for a period not to exceed six months.

The Department of Human Resources researched a number of options for short-term furnished housing in and near the downtown area. Based upon a combination of factors including costs, features and availability.

**APPROVED FOR FUNDS BY FINANCE**

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

AGENDA

BOARD OF ESTIMATES

07/25/2012

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

The Board is requested to approve a refund of real property taxes for Mr. Tommy G. McGinnis, claimant.

It is the opinion of the Law Department that the claimant has met the qualifications for a real property tax exemption as a disabled veteran, and that the claimant is eligible to receive a refund of taxes paid because he was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. It has been determined that the claimant is entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. <b>TOMMY G. MCGINNIS</b>	6228 Tramore Road	2011/2012	\$ 3,526.55
		2010/2011	3,526.55
		2009/2010	<u>2,544.37*</u>
		<b>Total Refund</b>	<b>\$9,597.47</b>

\*Mr. McGinnis was determined to be disabled on December 30, 2009, and is therefore entitled to a refund of property taxes for six months of the 2009/2010 tax year.

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

Mr. McGinnis filed his application on July 06, 2012.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Law Department - Settlement Agreement and Release

The Board is requested to approve the settlement agreement and releases of the following claim. The settlement agreement and release have been reviewed and approved by the Settlement Committee of the Law Department.

1. Latasha Shoffner, et al. v. \$120,000.00  
the Mayor and City Council of Baltimore,  
et al.

Account: 2036-000000-1752-175200-603070

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Police Department - Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant award agreement #DVUP-2013-1124 with the Governor's Office of Crime Control and Prevention for the Protective Order Entry/Service Program. The period of the agreement is July 1, 2012 through June 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$38,326.00 - 5000-599013-2044-219600-600000

**BACKGROUND/EXPLANATION:**

The Baltimore Police Department's Domestic Violence Protective Order Entry/Service Program grant is designed to increase the efficiency and effectiveness of ex parte/protective order data entry service and to reduce the high occurrence of domestic violence in Baltimore City. The program services all victims of domestic violence in Baltimore City who have sought an ex parte/protective order. This is achieved through the services of contractual administrative assistants who provide data entry and coordination of the overall operation of the program, while police officers work on an overtime basis to increase the number of orders served.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Intergraph Corporation and to authorize continued services from Intergraph Corporation. The period of the service was July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$82,125.00 - 1001-000000-2041-220100-603035

**BACKGROUND/EXPLANATION:**

For the past several years, Denali Solutions, LLC has provided software and systems support for the Department's InPursuit Database, which is the Department's primary record management database.

On April 15, 2012, Intergraph Corporation acquired Denali Solutions, LLC and the Department is informing the Board of this change so that support can be provided going forward. After its acquisition of Denali Solutions, LLC., Intergraph Corporation forwarded the necessary documentation and has registered on CitiBuy.

During this time and as a benefit to the Department, the vendor continued to provide software support while waiting for approval from the Board for the vendor name change and receive a corrected purchase order. The contract is up for renewal and Intergraph Corporation is in need of payment for the current year's contract before moving forward with a new contract.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Turbomeca USA, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$551,626.60 - 1001-000000-6400-634100-603035

**BACKGROUND/EXPLANATION:**

On July 20, 2011, the Board approved an increase of an award to American Eurocopter Corporation, for a term purchase order for helicopter parts and repairs. This term purchase order was to enable the Department's Aviation Unit to purchase parts and repairs for the Department's four helicopters while a formal contract was being negotiated. As per the original agreement called a "trade account", American Eurocopter Corporation was responsible for paying all parts and repair invoices for the City.

During negotiations between the City and company, the language covering American Eurocopter Corporation's payment responsibilities was omitted. Subsequently, a final contract was agreed to by the City and American Eurocopter Corporation. Based on the language in the new, fully executed agreement, American Eurocopter Corporation will not pay invoices for the City and has not invoiced the City for any other vendor. Baltimore City is now responsible for the payment of engine repair invoices. A new formal contract is in the process of being negotiated between the City and Turbomeca USA, Inc.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**



**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Public Works - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Harford County for Raw Water Supply.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Pursuant to amendment no. 1, the City will sell an additional 5 million gallons per day of raw water capacity, (for a total of 25 million gallons per day) to Harford County. Harford County will pay the City an additional connection charge of \$445,484.00. The charge will be made in a lump sum payment within 30 days after this amendment has been fully executed and approved by both parties.

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to compensate Mr. David Richardson, Jr. for back-pay for the period of April 25, 2011 - May 1, 2011 and ending with pay period July 9, 2012 - July 15, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$28,760.00 - 1001-000000-5154-388000-601001

**BACKGROUND/EXPLANATION:**

Mr. Richardson was terminated from the Department of Public Works, Bureau of Solid Waste effective May 24, 2011 pursuant to Civil Service Commission Rule 56 (2)(g) A grievance arbitration hearing was held on May 16, 2012, in which the arbitrator, Mr. Andrew Strongin ruled that the employee should return to work and be made whole for his losses. In light of the arbitration decision, the Department of Public Works will be compensating Mr. Richardson for all losses he sustained commencing April 25, 2011.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the renewal of the City's membership in the Maryland Association of Municipal Wastewater Agencies and approve payment for technical research support. The Board is requested to authorize payment by expenditure authorization.

**AMOUNT OF MONEY AND SOURCE:**

\$15,885.00 Membership Dues for FY 2013  
19,023.93 Technical Research Support  
**\$34,908.93** - 2070-000000-5501-397101-603022

**BACKGROUND/EXPLANATION:**

The Maryland Association of Municipal Wastewater Agencies, Inc. (MAMWA) is an association of City and County Utilities in Maryland that operate wastewater collection systems and treatment plants. The MAMWA exists to share information regarding regulatory efforts and funding opportunities that would benefit the operation of these facilities. The MAMWA is a strong advocate on the local level for appropriate and common sense regulations governing point source discharges.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Mayor's Office of Human Services/ - Agreements  
Office of Homeless Services \_\_

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2012 through June 30, 2013, unless otherwise indicated.

1. **WOMEN ACCEPTING RESPONSIBILITY, INC.** **\$108,140.00**

Account: 4000-496312-3573-591231-603051

The organization will provide sponsor-based housing in conjunction with supportive services to at least six homeless clients. The period of the agreement is June 27, 2012 through June 26, 2013.

**MWBOO GRANTED A WAIVER.**

2. **JOBS, HOUSING AND RECOVERY, INC.** **\$477,017.00**  
**(JHR)**

Account: 4000-496212-3572-591458-603051

The JHR operates Carrington House a transitional housing facility located at 3500 Clifton Avenue. The JHR will provide 24-hour transitional housing, employment assistance and other support services to 34 homeless men with related substance abuse problems. The period of the agreement is March 1, 2012 through February 28, 2013.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

MOHS - cont'd

3. **YWCA OF THE GREATER BALTIMORE AREA, INC.           \$161,233.00**  
    **(YWCA)**

Account: 4000-496212-3572-591461-603051

The YWCA in collaboration with the Druid Heights Community Development Corporation (DHCDC) will provide on-site support services to 23 homeless families who are residents of the Druid Heights transitional housing facility owned by the DHCDC. The period of the agreement is February 1, 2012 through January 31, 2013.

**MWBOO GRANTED A WAIVER.**

4. **MANNA HOUSE, INC.                                       \$ 76,875.00**

Account: 4000-496212-3571-591420-603051

The organization will hire the services of a Client Homeless Advocate/Case Worker to assist 75 clients in sorting out their difficulties and identifying problems and possible solutions. Services will also include providing information and assistance in making connections that will result in greater self-determination. The organization will operate a drop-in center Monday - Friday from 8:30 a.m. to 4:00 p.m. The period of the agreement is February 1, 2012 through January 31, 2013.

**MWBOO GRANTED A WAIVER.**

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

AGENDA

BOARD OF ESTIMATES

07/25/2012

MOHS - cont'd

5. **BALTIMORE MENTAL HEALTH SYSTEMS, INC.**                   **\$315,710.00**  
    **(BMHS)**

Account: 4000-486313-6051-452299-603051

Under the terms of this agreement, the BMHS will provide licensed outpatient mental health services to Head Start children in nine Head Start delegate programs. The BMHS clinicians will access and coordinate mental health referrals and services and consultations to program staff and parent participants, conduct classroom observations, and provide written and verbal feedback to staff and parents. The period of the agreement is July 1, 2012 through June 30, 2013.

**MWBOO GRANTED A WAIVER.**

**HEAD START CONSULTANT AGREEMENTS**

- |                              |              |
|------------------------------|--------------|
| 6. ROBERT SOLOMON            | \$ 21,318.00 |
| 7. EDITH MYERS               | \$ 18,810.00 |
| 8. SANDY B. APPEL            | \$ 26,334.00 |
| 9. REBECCA SEITZ             | \$ 13,680.00 |
| 10. MARY WANDA MAYNOR-KEARSE | \$ 44,460.00 |

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

MOHS - cont'd

11. **D'LISA WORTHY** **\$ 55,556.00**

12. **SANDY HARRIS** **\$ 58,140.00**

Account: 4000-486313-6051-452200-603018

These Consultants will each function as a Head Start Special Education Consultant for the Baltimore City Head Start Program. They will implement the requirements of the Head Start Federal performance standards for services to children suspected with documented disabilities and their families.

The consultants will place emphasis on the use of community resources, early identification and intervention services. They will also collaborate with Baltimore City Public Schools to ensure all children are appropriately identified and assessed, in accordance with the Statewide Early Childhood Special Education accountability system.

13. **LINDA WICKLEIN** **\$ 60,000.00**

Account: 4000-486313-6051-425500-603051

Ms. Wicklein will work as a Head Start Mentor Coach. She will provide additional classroom support and training to teaching staff at various Baltimore City Head Start locations. Ms. Wicklein will use high quality, sustained and intensive activities to comply with the Head Start mandate that all programs meet a proficiency level of "3" or higher in the Rating Level set by the Reauthorization Act using the Classroom Assessment Scoring System as an observation tool.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

MOHS - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**MWBOO GRANTED A WAIVER FOR ITEM NOS. 11 - 13.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a notice of award (NOA) from the U.S. Department of Health and Human Services. The period of the grant is July 1, 2012 through June 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$30,378,548.00 - 4000-486313-6051-180700-404001

**BACKGROUND/EXPLANATION:**

Under the terms of this NOA, the funds will support Head Start and Early Head Start services to 3,419 preschool aged children and 184 infants, toddlers, and pregnant women in Baltimore City. This NOA authorization awards for funding 100% of the fiscal year 2013 base funding for Program 22, Program 25; and 100% of Training and Technical Assistance funds for Program Accounts 20 and 26.

**APPROVED FOR FUNDS BY FINANCE**

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

AGENDA

BOARD OF ESTIMATES

07/25/2012

TRAVEL REQUESTS

Department of Recreation and Parks

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Mary Haynes	AAU Junior	Special	\$10,260.10
Latoya Brown	Olympics	Funds/	
Lutalo Bakari	Track & Field	Track &	
Jerry Molyneaux*	Houston, TX	Field Funds	
Etosha Bakari *	July 28 - Aug. 5, 2012		
Jabari Bush**	Aug. 1 - Aug. 5, 2012**		
Kelley Jackson**	July 30 - Aug. 5, 2012*		

The subsistence rate for this location is \$180.00 per day. The hotel cost is \$85.00 per night not including occupancy taxes in the amount of \$14.45 per night. To save on hotel cost, Ms. Etosha Bakari will stay in the same room as Ms. Lutalo Bakari. The Department is requesting \$50.00 per day for subsistence for Ms. Etosha Bakari which is included in the total.

TRAVEL APPROVAL/REIMBURSEMENT

Office of the City Council President

APPROVAL

2. Helen Holton	NACo Large	Elected	\$ 756.67
	Urban County Caucus	Officials	
	(Colorado Springs)	Expense	
	El Paso County, CO	Acct.	
	May 30 - June 1, 2012		
	(Reg. Fee \$0.00)		

TRAVEL APPROVAL/REIMBURSEMENT

REIMBURSEMENT

The subsistence rate for this location is \$149.00 per day. The hotel rate was \$149.00 per night not including occupancy taxes in the amount of \$14.01 per night. The Office is requesting reimbursement of the following items to Ms. Holton:

Hotel	\$298.00
Occupancy Taxes	28.02
Airfare	327.60
Meals	43.05
Grnd. Trans.	60.00
<b>Total Reimbursement</b>	<b><u>\$756.67</u></b>

AGENDA

BOARD OF ESTIMATES

07/25/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |             |             |
|---|-------------|-------------|
| 1. <u>GOTTLIEB &amp; WERTZ, INC.</u>  | \$30,000.00 | Sole Source |
| Solicitation No. 08000 - Quest Annual Maintenance and Support<br>- Circuit Court - Req. No. R605681 |             |             |

Gottlieb & Wertz, Inc. is the sole proprietor of support for the integrated management and tracking system. The Circuit Court requests a statistical analysis extract from the Quest program via Excel or Access. The period of the award is July 25, 2012 through July 24, 2013.

- |  |             |          |
|--|-------------|----------|
| 2. <u>F&amp;F AND A. JACOBS &amp; SONS, INC.</u>                               | \$26,714.25 | Only Bid |
| Solicitation No. B50002481 - Uniforms - Sheriff's Office -<br>Req. No. P520661 |             |          |

The period of the award is July 25, 2012 through July 24, 2013.

- |   |              |           |
|---|--------------|-----------|
| 3. <u>BELTWAY INTERNATIONAL LLC</u>   | \$400,000.00 | Extension |
| Solicitation No. B50001092 - OEM Parts and Service for<br>International Heavy Trucks - Department of General Services -<br>P.O. No. P509143 |              |           |

On July 15, 2009, the Board approved the initial award in the amount of \$500,000.00. Subsequent actions have been approved. A new solicitation B50002515 for this requirement has been issued. An extension is necessary to maintain continuity of services until a new contract is put in place. This extension in the amount of \$400,000.00 will make the award amount \$1,550,000.00.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

07/25/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

4. LORENZ INC.	\$ 0.00	Correction
Solicitation No. B50001934 - Mowing of Grass Medians - Department of Transportation - P517625		

On July 13, 2011, the Board approved the initial award in the amount of \$887,939.49 for the period July 15, 2011 through July 14, 2012 with one 2-year renewal option. The original term was for three years, but was incorrectly done as one year. The correct term of the contract is July 15, 2011 through July 14, 2014.

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

**MBE:** 4-Evergreen Lawn Care            27%

**WBE:** M.R. Fouts Lawn Care            10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

5. POINT DEFIANCE AIDS PROJECT/ NASEN	\$ 32,000.00	Renewal
Solicitation No. 06000 - Needles for Exchange Program - Health Department - P.O. No. P517722		

On July 21, 2011, the Board approved the initial award in the amount of \$14,493.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$32,000.00 is for the period July 25, 2012 through July 24, 2013, with one 1-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

6. SHERWOOD-LOGAN & ASSOCIATES, INC.	\$ 84,838.00	Sole Source
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Solicitation No. 08000 - Flygt Submersible Mixers - Department of Public Works, Bureau of Water and Wastewater - Req. No. R605408

This requirement is for replacing installed Flygt Submersible Mixers, which must be compatible with existing installations. The vendor is the sole authorized representative of Flygt proprietary products in this area. This is a one-time purchase.

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

7. HD SUPPLY WATERWORKS, LIMITED PARTNERSHIP, d/b/a HD SUPPLY SMITH-BLAIR, INC.	\$ 0.00	Extension
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Solicitation No. B50000514 - Repair and Service Seal Clamps - Departments - Various - P.O. Nos. P503734 and P503735

On July 16, 2008, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. A new solicitation, B50002456, for this requirement has been issued. An extension is necessary to maintain continuity of services until a new contract is put in place. The period of the extension is July 20, 2012 through September 20, 2017.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

8. ATLANTIC TACTICAL, INC.	\$200,000.00	Items 1-5
FIRING LINE, INC.	150,000.00	Items 6-7 17 & 18
	<b>\$350,000.00</b>	Renewal

Solicitation No. B50001477 - Ammunition - Police and Sheriff's Departments - P.O. Nos. P514475 and P514476

On August 18, 2010, the Board approved the initial award in the amount of \$350,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$350,000.00 is for the period August 11, 2012 through August 10, 2013, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

		<u>1<sup>st</sup> Call</u>	<u>2<sup>nd</sup> Call</u>		<u>3<sup>rd</sup> Call</u>
9. DEPENDABLE NURSING SERVICES	\$ 360,000.00		16		17
NEC STAFFING SERVICES	410,000.00	5,6,10, 11,20	1,2,3, 4,7,12		none
TRUSTWORTHY STAFFING SOLUTIONS	1,400,000.00	14,16 17	13,15,		none
	<b>\$2,170,000.00</b>				<u>Increase</u>

Solicitation No. B50001026 - Provide Temporary Personnel - Agencies - Various - Req. No. N/A

On July 29, 2009, the Board approved the initial award in the amount of \$5,000.00.00. Subsequent actions have been approved. Due to inclusion of the Health Department's School Nursing Program under this contract, and its resultant costs, the initial award amount was depleted. With this increase the total contract amount is \$18,275,000.00.

Dependable Nursing Services

<b>MBE:</b> Crownhills Enterprises, Inc.	15%
<b>WBE:</b> Sym, Inc.	15%

AGENDA

BOARD OF ESTIMATES

07/25/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

NEC Staffing Services

**MBE:** Swift Staffing 15%

**WBE:** All Pro Placement Services, Inc. 15%

Trustworthy Staffing Solutions

**MBE:** Lacy's Professional Nursing Services 15%

**WBE:** Excel Staffing & Personnel Services 15%

**MWBOO FOUND VENDORS IN COMPLIANCE.**

10. XEROX STATE AND LOCAL SOLUTIONS, INC. (FORMERLY KNOWN AS ACS STATE & LOCAL SOLUTIONS, INC.) Revenue Contract Extension & Amendment  
 Solicitation No. BP 04021 - Red Light Traffic Violation Camera System - Req. No. Various

The Board is requested to approve and authorize execution of amendment no. 2 to the agreement with Xerox State and Local Solutions, Inc. This amendment extends the period of the agreement through December 31, 2012.

On December 03, 2003, the Board approved the initial award. The current contract expires on July 31, 2012. An extension is required to maintain the continuity of these services. The bidding process for a new contract has been initiated. During the extension, the City will continue to receive 65% of the revenue produced by the portable speed cameras through 10/31/12, and the vendor will receive 35% of the revenue. From 11/01/12 through 12/31/12, the City will receive 52% of the revenue produced, and the vendor will receive 48%.

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

**MWBOO SET MBE AND WBE GOALS AT 0%.**



Employees' Retirement System (ERS) - Hosting Services Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a hosting services agreement with the Pension Technology Group, Inc. (PTG). The period of the agreement is August 1, 2012 through July 31, 2018, with the option to renew for two additional two-year terms.

**AMOUNT OF MONEY AND SOURCE:**

No general fund monies are involved in this transaction.

\$334,600.00 - approximately, plus annual maintenance and access fee of approximately \$48,000.00 after first year of installation; increasing 3% per year thereafter.

**BACKGROUND/EXPLANATION:**

This agreement is for the licensing, installation, and maintenance of the PTG's proprietary software for the benefits administration system to be utilized in administering the ERS and the Elected Officials' Retirement System (EOS).

All funds and expenses will be expended from the ERS and the EOS assets. The PTG will be paid a one-time implementation fee of approximately \$334,600.00 and an annual access and maintenance fee of approximately \$48,000.00 in the first year after implementation, increasing 3% per year thereafter.

**MWBOO GRANTED A WAIVER.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Bureau of Water and Wastewater - Updated Response to Water  
Billing Audit

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the updated response to the Water Billing Audit presented by the Department of Audits on February 22, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This update report dated June 19, 2012 was prepared in response to the Board of Estimates' request for a progress report in 90 days on the Department of Public Works' response to the audit findings.

The Department of Audits presented an audit report on the Department of Public Works' (DPW) Bureau of Water and Wastewater billing and meter operations. The report examined delays and inaccuracies in billing customers for water and sewer usage. The audit report included six findings. The DPW staff reviewed and analyzed each finding, then developed and implemented corrective actions to address them.

The DPW has been working aggressively to upgrade and enhance Baltimore's water billing and metering systems. Among many changes put in place to ensure the highest level of efficiency and accuracy across all agency operations the Department noted the following improvements:

- DPW increased the number of meter readers from 27 to 38 and added 19 meter inspectors. The number of customer service representatives was raised from 7 to 11; consequently, the average waiting time to speak to a customer service representative is now only three minutes. Abandoned and dropped calls have decreased to a level where 91% of calls were answered in the month of May 2012.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

BW&WW - cont'd

- Financial criteria that trigger tax sales and shut-offs have been revised to give property owners and renters earlier warnings of significant billing problems and delinquencies in order to avoid erroneously placing properties in tax sales.
- The DPW crews conducted extensive searches to find meters classified as "hard-to-find" (cannot locate) and reduced their numbers from 4,000 to 1,425 meters.
- The Board of Estimates approved four contracts, WC 1231, 1235, 1236 and 1237 to begin replacing 14,000 inaccessible meters that are inside buildings, with curbside meter pits in which the Department will install modern meters recently purchased with the approval of the Board of Estimates that will transmit readings via wireless technology. This is the beginning of the conversion to a more accurate and timely wireless meter reading system.
- Again, with the Board of Estimates consent, the DPW restarted the informal conference process to resolve billing disputes by contracting with two attorneys to chair conference meetings.
- The meter-reading task system was replaced with permanent routes to ensure consistency in reading operations and reduce the number of Skipped Reads.
- The DPW has hired staff assigned to assess current procedures and develop new standard operating procedures that realign and streamline processes toward greater efficiency, effectiveness and more timely and courteous customer service.

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Bureau of Water and Wastewater - Amendment to On-Call Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to on-call agreement with Rummel, Klepper & Kahl, LLC for Project 1120R, On-Call Management, Inspection, and Engineering Services. The amendment to on-call agreement will extend the period of the agreement for one year through August 31, 2013 or until the upset limit is reached, whichever comes first.

**AMOUNT OF MONEY AND SOURCE:**

\$750,000.00 - Increase

**BACKGROUND/EXPLANATION:**

On September 1, 2010, the Board approved the original on-call agreement with Rummel, Klepper & Kahl, LLC. The original agreement allowed for a one year time extension. This amendment will extend the period of the agreement for one year and increase the upset limit to \$2,250,000.00.

**AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Real Estate - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with the Mr. Lionel T. Adams, tenant, for 349 sq. ft. at 3000 Druid Park Drive, Suite 2B. The period of the agreement is July 01, 2012 through June 30, 2014. The agreement contains a provision for a one additional 2-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
1	\$5,154.00	\$ 429.50
2	\$5,301.60	\$ 441.80

**BACKGROUND/EXPLANATION:**

Mr. Adams will use the premises for tailoring services and office space.

Mr. Adams will be obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises, and name the City as additionally insured under the insurance policies.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Space Utilization Committee - Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Volunteers of America Chesapeake, Inc., lessee, for the rental of the property known as 4601 E. Monument Street, consisting of approximately 21,000 square feet. The period of the amendment to agreement is August 5, 2012 through August 4, 2014, with three one-year renewal options.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$87,360.00	\$7,280.00

**BACKGROUND/EXPLANATION:**

This amendment to agreement changes the terms of the original agreement to August 5, 2012 through August 4, 2014, with three one-year renewal options and increases the amount of the rent.

The renewal term of the original agreement was for a one 5-year term, effective August 5, 2012 through August 4, 2017.

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

The Space Utilization Committee approved this amendment to lease agreement on July 18, 2012 by an e-mail poll.

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

AGENDA

BOARD OF ESTIMATES

07/25/2012

Office of the Comptroller/ - Tax Sale Certificates  
Department of Real Estate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Tax Sale Certificates to Mr. Cecil Clark for amounts that are less than the lien amount for the properties located at 1106 W. Baltimore Street and 1108 W. Baltimore Street.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1106 W. Bal- timore St.	\$11,000.00	\$ 946.62	\$43,228.06	\$5,000.00
1108 W. Bal- timore St.	\$17,900.00	\$4,068.19	\$51,499.53	\$6,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates for the indicated properties on October 27, 2010, for the lien amounts. Mr. Clark has offered to purchase the Tax Sale Certificates for the assignment amounts, file petitions to foreclose, acquire title to the properties and return them to productive use. The assignment amounts for these properties for the Tax Sale Certificates will cover the flat taxes and water bills on the properties.

**AGENDA**

**BOARD OF ESTIMATES**

**07/25/2012**

Department of Recreation & Parks - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Apple Design, Inc. for Project No. 1166, On-Call Environmental Graphic Design Services. The period of the agreement is effective upon Board approval for 36 months, or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$750,000.00 - Upset Fee

The amounts will be determined with each individual project.

**BACKGROUND/EXPLANATION:**

The consultant will provide environmental graphic design services for renovation and improvement of various city park and recreation facilities.

**MBE:** Sabra Wang & Associates      \$37,500.00      5%

**WBE:** P.E.L.A. Design, Inc.      \$37,500.00      5%

**MWBOO FOUND VENDOR IN COMPLIANCE**

**SINCE THE BOARD HAS NO ESTABLISHED POLICY FOR COMPENSATION RATES FOR GRAPHIC DESIGN FIRMS, THE DEPT. OF AUDITS DEFERS TO THE BOARD ON THE ACCEPTANCE OF THE COMPENSATION RATES FOR APPLE DESIGN, INC. AND ITS SUBCONSULTANT, P.E.L.A. DESIGN, INC. AUDITS REVIEWED THE DOCUMENTATION THAT SUPPORTS THE RATES REQUESTED AND WILL REVIEW EACH TASK ASSIGNMENT.**

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



RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

97 - 98

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

In connection with the Transfer of Funds,  
a report has 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**

**07/25/2012**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Bureau of Water & Wastewater

1. SC 870, Scum Whiting-Turner \$10,699,000.00  
 Grease System Construction Co.,  
 Improvements at Inc.  
 the Back River  
 Wastewater Treatment  
 Plant

<b>MBE:</b>	Horton Mechanical Contractors, Inc.	\$ 850,000.00	7.94%
	Priority Construction	450,516.00	4.21%
		<u>\$1,300,516.00</u>	<u>12.15%</u>

<b>WBE:</b>	Guardrails, Etc., Inc.	\$ 12,320.00	.12%
	Moisture Proof & Masonry, Inc.	174,500.00	1.63%
	Rowen Concrete	70,000.00	.65%
	Tilt Up Construction, Inc.	77,500.00	.72%
		<u>\$ 334,320.00</u>	<u>3.12%</u>

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$ 5,329,940.50	9956-901685-9549	
WW Rev. Bonds	(Constr. Res. BRWWTP Scum Facilities Improvements)	
5,329,940.50	" "	
County Approp.		
1,716,399.50	9956-901685-9549	
WW Rev. Bonds	(Constr. Res. BRWWTP Digesters)	
<u>1,715,399.50</u>	" "	
<b>\$14,091,680.00</b>		

AGENDA

BOARD OF ESTIMATES

07/25/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Bureau of Water & Wastewater

\$ 1,069,900.00	-----	9956-902685-9551-2 Extra Work
1,069,900.00	-----	9956-902685-9551-3 Design
641,440.00	-----	9956-902685-9551-5 Inspection
10,669,000.00	-----	9956-902685-9551-6 Construction
<u>641,440.00</u>	-----	9956-902685-9551-9 Administration
<b>\$14,091,680.00</b>		

This transfer of funds is for the award of SC 870, Scum/Grease System Improvements at Back River WWTP.

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED