

**NOTICES**

**1. PROTESTS**

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

**ALL PROTESTS MUST BE IN WRITING AND STATE:**

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

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

**2.**

**BOARD OF ESTIMATES' RECESS**

**DECEMBER 26, 2012 AND JANUARY 2, 2013**

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on December 26, 2012 and January 2, 2013.

The Board of Estimates will not receive or open bids on December 26, 2012 and January 2, 2013. The Board of Estimates will reconvene on January 9, 2013.

**BOARD OF ESTIMATES' AGENDA - DECEMBER 12, 2012**

**BOARDS AND COMMISSIONS**

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

A.L. Ingram Construction LLC	\$ 423,000.00
B. Frank Joy, LLC	\$ 37,971,000.00
Clark Construction Group, LLC	\$1,782,441,000.00
Concrete Protection & Restoration, Inc.	\$ 8,000,000.00
Ecotone, Inc.	\$ 4,491,000.00
General Paving and Contracting, Inc.	\$ 7,866,000.00
Judlau Contracting, Inc.	\$ 337,212,000.00
Miller, Long & Arnold, Co., Inc.	\$ 175,518,000.00
Overhead Door Company of Baltimore, Inc.	\$ 7,533,000.00
Riggs Distler & Company, Inc.	\$ 1,500,000.00
S. Thomas Contracting, Inc.	\$ 3,609,000.00
Sunryse Construction Services, Inc. & Affiliates	\$ 8,000,000.00
ValleyCrest Landscape Development, Inc.	\$ 861,525,000.00
Weeks Marine, Inc. and Subsidiaries	\$1,525,779,000.00

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

**BOARDS AND COMMISSIONS** - cont'd

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:

Hazen and Sawyer, P.C.

Architect  
Engineer

Lardner/Klein Landscape Architects, P.C.

Landscape Architect

Marshall Craft Associates, Inc.

Architect

McMahon Associates, Inc.

Engineer  
Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Baltimore Development - Lease Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with the Bureau of Water and Waste Water (BW&WW), tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suites A101, A103, and A105 also known as the Business Center @ Park Circle, consisting of approximately 4,305 square feet. The period of the agreement is December 1, 2012 through November 30, 2016, with one additional 4-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$51,660.00	\$4,305.00
2	\$53,209.80	\$4,434.15
3	\$54,806.09	\$4,567.17
4	\$56,450.27	\$4,704.19

**BACKGROUND/EXPLANATION:**

The BW&WW will use the premises for administrative offices.

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

BDC - cont'd

In addition, the tenant, in lieu of providing evidence of Commercial Insurance, the Landlord will permit the tenant to be self insured for any part or all of its Insurance requirements under this agreement.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Baltimore Development - Fourth Amendment to  
Corporation (BDC) Office Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of 4<sup>th</sup> amendment to office lease agreement with the Municipal Employees Credit Union of Baltimore (MECU), tenant, for the rental of a portion of the property known as 7 East Redwood Street, 10<sup>th</sup> floor, consisting of approximately 7,210 square feet. The period of the amendment is January 1, 2013 through July 31, 2016.

**AMOUNT OF MONEY AND SOURCE:**

<u>Period</u>	<u>Monthly Installments</u>	<u>Annual Rent</u>
01/01/2013 - 02/28/2013		Free
03/01/2013 - 12/31/2013	\$9,012.50	\$ 90,125.00
01/01/2014 - 12/31/2014	\$9,282.88	111,394.56
01/01/2015 - 12/31/2015	\$9,561.37	114,736.44
01/01/2016 - 07/31/2016	\$9,848.21	68,937.48

**BACKGROUND/EXPLANATION:**

MECU is an existing tenant at 7 E. Redwood Street and needs the additional space for expansion of their existing operations.

The landlord will perform no tenant improvements.

(The 4<sup>th</sup> amendment to office lease agreement has been approved by the Law Department as to form and legal sufficiency.)

EXTRA WORK ORDERS

\* \* \* \* \*

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

7

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

**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>

Bureau of Water and Wastewater

- |    |  |                 |                          |       |
|----|--|-----------------|--------------------------|-------|
| 1. | EWO #026, \$480,150.00 - WC 1212, Water Appurtenance Installations |                 |                          |       |
|    | \$ 4,997,010.40  | \$ 1,600,552.41 | R.E. Harrington          | 180 - |
|    |  |                 | Plumbing & Heating, Inc. |       |

The current completion date for this project is December 14, 2012. The new expiration date is June 14, 2013. This extension will allow the City to complete water appurtenance installations with available funds until a new contract can be advertised and awarded.

- |    |   |               |                     |     |
|----|---|---------------|---------------------|-----|
| 2. | EWO #004, \$421,491.27 - WC 1217, Urgent Need Work - Infrastructure Rehabilitation-Variou Locations |               |                     |     |
|    | \$ 5,373,325.00   | \$ 350,865.06 | Spiniello Companies | - - |

Department of General Services

- |    |  |   |                        |      |
|----|--|---|------------------------|------|
| 3. | EWO #001, \$41,511.00 - GS 11830, Greyhound Station Demolition |   |                        |      |
|    | \$ 1,227,000.00  | - | Potts & Callahan, Inc. | - 50 |

Department of Transportation

- |    |   |              |                              |     |
|----|---|--------------|------------------------------|-----|
| 4. | EWO #003, (\$ 20.00) - TR 12008, Resurfacing Highways at Various Locations Citywide Emergency JOC - III |              |                              |     |
|    | \$ 1,429,734.50   | \$ 28,755.94 | P. Flanigan & Sons, Inc.     | - - |
| 5. | EWO #001, \$ 4,728.65 - TR 12318, I-83 at 29 <sup>th</sup> Street Repairs                               |              |                              |     |
|    | \$ 1,997,975.00   | -            | John Brawner Contracting Co. | - - |



TRANSFERS OF FUNDS

\* \* \* \* \*

The Board is requested to approve  
the Transfer of Funds  
listed on the following page:

9

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. <b>\$1,108,949.00</b>	9991-945002-9587	
21 <sup>st</sup> CDBG	Unallocated Reserve	
\$ 908,949.00	-----	9996-938003-9593
		Deferred Loan
		Program
<u>200,000.00</u>	-----	9996-916089-9593
<b>\$1,108,949.00</b>		Emergency Roof
		Repair

This transfer will provide funding for the Housing Repair Assistance Programs for fiscal year 2013.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Dept. 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. 100 E. Pratt St.	100 East Pratt St. Business Trust	One flag pole 50 ft.
Flat Charge: \$ 7.00		
2. 1724 Aliceanna St.	Kenny Kan	One bracket sign 2' x 3', one cornice sign 4' x 1'
Annual Charge: \$ 87.90		
3. 721 S. Broadway	Maria Karabelas	Four spot reflectors
Annual Charge: \$ 84.48		
4. 2111 Ashland Avenue	Roman Catholic Archbishop of Baltimore	Handicap ramp
Annual Charge: \$ 70.30		
5. 1121 Light St.	Reamer Holdings, LLC	One awning 17' x 2'6", one bracket sign 3.5' x 2.5'
Annual Charge: \$145.52		

There are no objections, since no protests were received.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Wage Commission - Living Wage Recommendation for FY 2014

The Wage Commission in accordance with Article 5, Subtitle 26, Baltimore City Code (Living Wage), is required to recommend to the Board of Estimates, on or before December 15, of each calendar year a revised Living Wage Rate for the City of Baltimore services contracts for the coming fiscal year.

The Wage Commission reviewed the yearly revision of the U.S. Bureau of Census Poverty threshold for a family of four. After careful consideration of the Bureau of Census poverty level threshold, currently set at \$23,021.00 for a family of four, and other wage data, the Commission is recommending to the Board of Estimates that the Living Wage be increased from the current hourly rate of \$10.73 to \$11.07 beginning July 1, 2013.

Methodology for calculation:

\$23,021.00 divided by 2,080 (a 40 hour week x 52) = \$11.07

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Wage Commission - Prevailing Wage Rate Recommendation 2013

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the recommended Prevailing Wage Rates in accordance with Article 5, Subtitle 25, Baltimore City Code, to be paid to laborers, mechanics and apprentices on all Prevailing Wage projects awarded by the Mayor and City Council of Baltimore. It is recommended that the rates become effective for contracts that are advertised on or after December 31, 2012.

**BACKGROUND/EXPLANATION:**

The submitted recommended Prevailing Wage rates represent an average increase of 0.01% for classes 1, 2, 3 and 5 (\$32.33 is the dollar amount increase).

Class 1	Building Construction	0.01%
Class 2	Highways	0.01%
Class 3	Utility	0.0%
Class 5	Purchases, etc.	1.01%
		<b>0.01 Average Increase</b>

The Wage Commission completed its annual study of the City's Prevailing Wage rates.

The Wage Commission requested evidence from contracting associations, unions related trade groups and the general public on work both public and private, in order to establish rates to be recommended to the Board of Estimates.

Classification 4 is not included in this calculation since this residential category applies to federally funded HUD projects and has no impact on the City's general funds. For this reason the Wage Commission adopted the US DOL wage rates for this category.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Mayor' Office of Human Services (MOHS) - Grant 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. **PROJECT PLASE, INC.** **\$159,527.00**

Account: 4000-490913-3573-333626-603051

Project PLASE, Inc. will utilize the funds to provide assistance with transportation, utilities, security deposits, eviction prevention as well as offset some operating costs for supporting 50 homeless men, women and families with HIV/AIDS.

**MWBOO GRANTED A WAIVER.**

2. **PROJECT PLASE, INC.** **\$ 72,240.00**

Account: 4000-496212-3573-267826-603051

Project PLASE, Inc. will provide housing and supportive services to 10 homeless men and women with HIV/AIDS. The funds will be utilized to offset the cost of staffing who provide service linkages and case management services to the 10 homeless men and women residing at Project PLASE's single occupancy units located at 1814 Maryland Avenue. The period of the agreement is October 1, 2012 through September 30, 2013.

**MWBOO GRANTED A WAIVER.**

3. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$290,379.00**  
**(ACC)**

Account: 4000-496212-3572-591404-603051

The ACC will utilize the funds to provide housing and extended supportive services to 27 homeless women with disabilities. Services will include but will not be limited to case management, life skills training, service referrals and counseling. The period of the agreement is February 1, 2012 through January 31, 2013.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

12/12/2012

MOHS - cont'd

4. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$113,546.00**  
**(ACC)**

Account: 5000-529113-3572-333705-603051

The ACC will utilize the funds to offset the costs of operating 50 day shelter units for homeless women and women with children. Operating costs include the cost of shelter, food, outreach and case management services.

**MWBOO GRANTED A WAIVER.**

5. **PEOPLE ENCOURAGING PEOPLE** **\$570,394.00**

Account: 4000-496212-3573-591486-603051

People Encouraging People will utilize the funds to offset the cost of providing permanent housing and case work services for 44 homeless adults with disabilities that include physical, mental or emotional impairment and HIV/AIDS. Services will include but not be limited to referrals, assessment of the conditions that lead to homelessness, assessment of needs and strengths, needs and referrals to assistance for benefits and entitlements. The period of the agreement is October 1, 2012 through September 30, 2013.

**MWBOO GRANTED A WAIVER.**

6. **WOMEN ACCEPTING RESPONSIBILITY, INC.** **\$ 71,330.00**

Account: 4000-496212-3573-591447-603051

The organization will utilize the funds to hire a licensed Social Worker who will serve as a case manager and provide support services to a total of six women and their children who are disabled due to substance abuse and/or HIV/AIDS. The period of the agreement is August 1, 2012 through July 31, 2013.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

MOHS - cont'd

7. **MERCY MEDICAL CENTER, INC.** **\$ 92,174.00**

Account: 4000-480013-3571-333665-603051

Mercy Medical Center, Inc. will utilize the funds to offset the cost of a case manager and a resident advocate who will provide homeless support services to clients, as well as offset the cost of eviction prevention grants for eligible clients in Baltimore City.

**MWBOO GRANTED A WAIVER.**

8. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$ 54,384.00**

Account: 4000-480013-3572-333649-603051

AIDS Interfaith Residential Services, Inc. will utilize the funds to offset the operating costs of their supportive housing program at Carriage House, located at 114 W. 21<sup>st</sup> Street. Operating costs include but are not limited program staff salaries, supplies, food and other assistance for clients.

**MWBOO GRANTED A WAIVER.**

9. **MARIAN HOUSE, INC.** **\$ 32,198.00**

Account: 4000-496212-3573-267825-603051

Marian House, Inc. will utilize the funds to offset the cost of one full-time Case Manager who provides case management and support services to 37 clients and their families who have a history of disability due to substance abuse or mental illness. The period of the agreement is June 1, 2012 through May 31, 2013.



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

MOHS - cont'd

10. **WOMEN'S HOUSING COALITION, INC.** **\$ 7,500.00**

Account: 5000-525113-3573-333735-603051

The Women's Housing Coalition, Inc. will utilize the funds to offset the cost of a case manager and computer system required for case management and data management at their Margaret Jenkins House Program in Baltimore City.

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

**APPROVED FOR FUNDS BY FINANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

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. Rebecca Harmatz, (Deceased), Richard B. Jacobs and Jerome Schuman, P.R.	945 N. Castle St.	G/R \$78.00	\$ 520.00
2. William L. Adams (Deceased)	2007 E. Eager St.	G/R \$36.00	\$ 240.00
3. Donald L. Francis	2101 E. Eager St.	G/R \$48.00	\$ 320.00

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

4. John William Chesley, Jr.	2100 N. Calvert St.	G/R \$150.00	\$1,250.00
---------------------------------	---------------------	-----------------	------------

Funds are available in account 9910-904713-9588-900000-704040, Barclay Project.

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
-----------------	-----------------	-----------------	---------------

Department of Law - Condemnations - Payments of Settlements

- |   |                        |     |             |
|---|------------------------|-----|-------------|
| 5. William Lewis, Jr.<br>(previous owner) | 4922 Denmore<br>Avenue | F/S | \$11,800.00 |
|---|------------------------|-----|-------------|

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

On February 15, 2012, the Board approved the acquisition of the fee simple interest in 4922 Denmore Avenue by condemnation for the amount of \$7,700.00. The owner of the property interest valued it at \$27,000.00. The parties agreed to settle the action for \$19,500.00. Therefore, the Board is requested to approve an additional \$11,800.00, the difference between the previous approval of \$7,700.00 and the total settlement of \$19,500.00.

- |   |                        |     |             |
|---|------------------------|-----|-------------|
| 6. Kenneth B. Mumaw<br>(previous owner) | 4900 Denmore<br>Avenue | L/H | \$13,500.00 |
|---|------------------------|-----|-------------|

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

On March 28, 2012, the Board approved the acquisition of the leasehold interest in 4900 Denmore Avenue by condemnation for the amount of \$6,000.00. The owner of the property interest valued it at \$27,000.00. The parties agreed to settle the action for \$19,500.00. Therefore, the Board is requested to approve an additional \$13,500.00, the difference between the previous approval of \$6,000.00 and the total settlement of \$19,500.00.

AGENDA

BOARD OF ESTIMATES

12/12/2012

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Condemnations - Payments of Settlements</u>			
7. Celine Bobb Innis (previous owner)	4942 Denmore Avenue	L/H	\$16,300.00

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

On February 22, 2012, the Board approved the acquisition of the leasehold interest in 4942 Denmore Avenue by condemnation for the amount of \$3,200.00. The owner of the property interest valued it at \$27,000.00. The parties agreed to settle the action for \$19,500.00. Therefore, the Board is requested to approve an additional \$16,300.00, the difference between the previous approval of \$3,200.00 and the total settlement of \$19,500.00.

8. Lee D. Higginbotham (previous owner)	4938 Denmore Avenue	L/H	\$ 7,300.00
--	------------------------	-----	-------------

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

On February 22, 2012, the Board approved the acquisition of the leasehold interest in 4938 Denmore Avenue by condemnation for the amount of \$12,200.00. The owner of the property interest valued it at \$27,000.00. The parties agreed to settle the action for \$19,500.00. Therefore, the Board is requested to approve an additional \$7,300.00, the difference between the previous approval of \$12,200.00 and the total settlement of \$19,500.00.

AGENDA

BOARD OF ESTIMATES

12/12/2012

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Condemnations - Payments of Settlements</u>			
9. Hallow'd House, LLC (previous owner)	4930 Denmore Avenue	F/S	\$12,000.00

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

On January 11, 2012, the Board approved the acquisition of the fee simple interest in 4930 Denmore Avenue by condemnation for the amount of \$7,500.00. The owner of the property interest valued it at \$27,000.00. The parties agreed to settle the action for \$19,500.00. Therefore, the Board is requested to approve an additional \$12,000.00, the difference between the previous approval of \$7,500.00 and the total settlement of \$19,500.00.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Fire and Police Employees' - Subscription for Additional Retirement System (F&P) Participating Shares

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the subscription for additional participating shares in Crown Global Secondaries III PLC, managed by LGT Capital Partners (Ireland) Limited.

**AMOUNT OF MONEY AND SOURCE:**

\$15,000,000.00

No general funds monies are involved in this transaction. All funds expended will be expended from the F&P.

**BACKGROUND/EXPLANATION:**

On January 25, 2012, the Board approved a \$10,000,000.00 investment by the F&P in Crown Global Secondaries III PLC, a private equity fund-of-funds focusing on secondary market investment, selected by the F&P Board of Trustees after conducting a search. That search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group, who is now recommending that the F&P invest an additional \$15,000,000.00 in the fund-of-funds for a total of \$25,000,000.00.

**MWBOO GRANTED A WAIVER.**

(The subscription for additional participating shares has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Fire and Police Employees' - Subscription for Additional Retirement System (F&P) Participating Shares

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the subscription for additional participating shares in Crown Asia-Pacific Private Equity II PLC, managed by LGT Capital Partners (Ireland) Limited.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000,000.00

No general funds monies are involved in this transaction. All funds expended will be expended from the F&P.

**BACKGROUND/EXPLANATION:**

On January 25, 2012, the Board approved a \$7,500,000.00 investment by the F&P in Crown Asia-Pacific Private Equity II PLC, a private equity fund-of-funds focusing on emerging markets, selected by the F&P Board of Trustees after conducting a search. That search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group, who is now recommending that the F&P invest an additional \$10,000,000.00 in the fund-of-funds for a total of \$17,500,000.00.

**MWBOO GRANTED A WAIVER.**

(The subscription for additional participating shares has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Employees' Retirement System (ERS) - Investment Management Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an investment management agreement with Herndon Capital Management, LLC (Herndon).

**AMOUNT OF MONEY AND SOURCE:**

\$20,000,000.00

No general funds monies are involved in this transaction. All funds expended will be expended from the OPEB Trust.

Annual management fee - approximately \$120,000.00 per year

**BACKGROUND/EXPLANATION:**

The ERS Board, as the OPEB investment fiduciary, conducted a nationwide search for a large cap equity investment manager for a mandate of approximately \$20,000,000.00. The Board narrowed the eligible firms to four finalists and conducted interviews. With the recommendation of the OPEB Trust investment consultant, Herndon was selected.

**MWBOO GRANTED A WAIVER.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Police Department - Grant Awards

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the following grant awards from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant award is July 1, 2012 through June 30, 2013, unless otherwise noted.

**1. DRUG INTERDICTION INITIATIVE \$2,454,422.00**

Account: 5000-511513-2013-198400-600000

The Department's Violent Crime Reduction through Drug Interdiction Initiative combats violent crime and drug-related violence. The project utilizes a multi pronged, aggressive strategy designed to decrease the occurrence of open-air drug markets and the devastating violence they foster. Program funds provide salaries for seven Detective/Sergeants, 21 Detective Officers, overtime pay and fringe benefits. With these funds the Department significantly curbs drug activity on a prolonged and permanent basis and effectively reduces violent crime caused by these factors.

**2. NEIGHBORHOOD FOOT PATROL PROGRAM \$2,763,600.00**

Account: 5000-511213-2041-196700-600000

The Neighborhood Foot Patrol Program increases police presence in high crime areas. The program prevents crime through the utilization of foot patrol, increasing public confidence in the effectiveness of police, reducing fear and enhancing personal security. A police officer's presence is a significant contributor to deterring crime and increasing the public perception of police omnipresence. Grant funds provide salaries, overtime pay, and social security/fringe benefits.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Police Department - cont'd

**APPROVED FOR FUNDS BY FINANCE.**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Police Department - Grant Adjustment Notification

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the grant adjustment notice (GAN) from the United States Department of Justice, Office of Justice Programs, and Bureau of Justice Assistance. The GAN extends the period of the grant award through March 31, 2013.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On December 8, 2010, the Board approved acceptance of a grant award agreement for the 2010 Baltimore Police Department Gun Violence Reduction Strategy. Grant funds are used to enhance monitoring and supervision of gun offenders. An administrative extension is being submitted as a result of Hurricane Sandy.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

28 - 30

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

In connection with the Transfers of Funds,  
reports have been requested  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Water and Wastewater

1. WC 1238, Locating and Resetting Meter Vaults and Renew Water Supply Services	K&K Adams, Inc.	\$2,543,711.40	
<b>MBE:</b>	Machado Construction Company, Inc.	\$335,900.00	13.21%
<b>WBE:</b>	Haines Industries, Inc.	\$ 20,000.00	0.79%
	Barbies Recycling & Hauling, Inc.	60,000.00	2.36%
		<b>\$ 80,000.00</b>	<b>3.15%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE**

**2. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>		
\$2,325,542.33	9960-9558133	
Counties	Construction Reserve	
1,032,156.67	Meter Replacements	
Water Rev. Bonds		
<b>\$3,357,699.00</b>		
\$ 254,371.30	-----	9960-915138-9557-2
		(Extra Work)
254,371.30	-----	9960-915138-9557-3
		(Engineering)
152,622.50	-----	9960-915138-9557-5
		(Inspection)
2,543,711.40	-----	9960-915138-9557-6
		(Construction)
<u>152,622.50</u>	-----	9960-915138-9557-9
<b>\$3,357,699.00</b>		(Administration)

The funds are required to cover the cost of the award for WC 1238, Locating and Resetting Meter Vaults and Renew Water Supply Services.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Water and Wastewater - cont'd

3. SC 899, Improvements to Sanitary Sewers in Western Run Area in the Jones Falls Sewershed	Insituform Technologies, LLC	\$12,161,242.60	
<b>MBE:</b> Daco Construction Corporation		\$973,000.00	8.00%
<b>WBE:</b> M. Luis Construction Company, Inc.		\$365,000.00	3.00%
Sunrise Safety Services, Inc.		97,300.00	0.80%
		<u>\$462,300.00</u>	<u>3.80%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE**

**A PROTEST WAS RECEIVED FROM SAK CONSTRUCTION, LLC.**

**4. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
---------------	-----------------------	---------------------

Bureau of Water and Wastewater

\$12,649,637.92 Wastewater Revenue Bonds 3,403,202.08 <u>Baltimore County</u> <b>\$16,052,840.00</b>	9960-906626-9549 Constr. Res. Rehab Program Jones Falls " " "	
\$ 1,216,124.00	-----	9956-903645-9551-2 (Extra Work)
1,216,124.00	-----	9956-903645-9551-3 (Engineering)
729,674.70	-----	9960-903645-9551-5 (Inspection)
12,161,242.60	-----	9960-903645-9551-6 (Construction)
<u>729,674.70</u>	-----	9960-903645-9551-9 (Administration)
<b>\$16,052,840.00</b>		

The funds are required to cover the cost of the award for SC 899, Improvements to Sanitary Sewers in Western Run Area of the Jones Falls.

AGENDA

BOARD OF ESTIMATES

12/12/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

5. B50002684, Testing and Repair of Backflow Preventer Devices J.F. Fischer, Inc. \$ 150,000.00

(DPW, Bureau of Water & Wastewater)

**MWBOO SET THE MBE GOALS AT 10% AND THE WBE GOALS AT 0%.**

**MBE:** Horton Mechanical Contracting, Inc. \$14,565.00 10%

**MWBOO FOUND VENDOR IN COMPLIANCE**

6. B50002710, Installation of Stanley Doors JLN Construction Services, LLC \$ 100,687.00

(Baltimore Convention Center)

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Bureau of Purchases - Acceptance of Technical Proposal  
and Opening of Contingency Fees

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the technical proposals for Solicitation No. B50002330, Marketing Partnership Program, and authorize opening of envelope "B" containing the contingency fees of:

Clear Channel Outdoor,  
Legends Sales & Marketing, and  
The Superlative Group, Inc.

**AMOUNT OF MONEY AND SOURCE:**

To be determined.

**BACKGROUND/EXPLANATION:**

On July 25, 2012, the Board opened four technical proposals received for the above referenced solicitation, with one referred to the Law Department. The three remaining technical proposals were scored by an evaluation committee and all three bidders exceeded the minimum technical requirements.



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Housing and - First Amendment to  
Community Development Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the first amendment to land disposition agreement (LDA) with B&D Phase III, LLC, developer.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On October 12, 2005, the Board approved the original agreement for the sale of certain properties in the Druid Heights Urban Renewal Area for the eighty new construction dwellings to B&D Phase III, LLC.

The City and the developer have agreed to amend the LDA in order to provide for the disposition of properties upon satisfaction of certain sale performance conditions. The first amendment to the LDA will also provide for a time schedule for settlement, allow the improvements to be developed for rental dwelling units, as well as for-sale dwelling units, and modify the provisions relating to general liability insurance.

The sale of the properties once constructed will generate a considerable amount of revenue in the form of real estate property tax to the City.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with Mr. Michael Onyenze for the property located at 2001 Homewood Avenue in the East Baltimore/Midway Neighborhood.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The project will consist of the total rehabilitation of the vacant building and its return to residential use for home-ownership. The property will be used as the primary residence of the buyer and his family.

The buyer proposes to spend approximately \$50,000.00 inclusive of acquisition and associated costs to complete the project.

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

The property was assessed at \$4,333.00. It was priced \$6,000.00 pursuant to the waiver valuation process in lieu of an appraisal.

The subject property is being sold below the price determined by the waiver valuation process in accordance with the City Appraisal Policy for the following reasons:

1. the specific benefit to the community by revitalizing the property and homeownership,
2. elimination of blight and neighborhood stabilization, and

DHCD - cont'd

3. economic development; returning the property to productive use and to the active tax rolls of the City.

**MBE/WBE PARTICIPATION:**

Article 5, Subtitle 28 of the Baltimore City Code, Minority and Women's Business Enterprise Program is not applicable because the property is being sold below \$49,999.99.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Housing and        - Agreements  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the following agreements. The period of the agreement is October 1, 2012 through September 30, 2013.

1. **BALTIMORE NEIGHBORHOODS, INC. (BNI)** **\$53,610.00**

Account: 2089-208913-5930-435984-603051

The purpose of this agreement is to subsidize the operating costs for the BNI. The BNI will continue working toward the maintenance of an open housing market, the improvement of tenant/landlord relations and the promotion of affirmative fair housing practices in the sale and rental housing market. The BNI will also provide outreach and education to inform the public about tenant/landlord issues, fair housing statutes and other civil rights concerns and will refer complaints to the Maryland Commission for Human Relations, and monitor the response of that agency to complaints.

**MWBOO GRANTED A WAIVER.**

2. **BALTIMORE GREEN SPACE: A TRUST FOR** **\$25,000.00**  
**COMMUNITY - MANAGED OPEN SPACE, INC. (BGS)**

Account: 2089-208913-5930-705980-603051

The purpose of this agreement is to subsidize the operating cost for the BGS. The BGS will maintain a database of vacant lots and community managed open spaces (CMOS) in the City to assist in planning and policy efforts to increase the number of sustainable CMOS in the City such as coordi-

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

DHCD - cont'd

nating with the Mayor's Power in Dirt Initiative. The BGS will also provide technical assistance to and educational workshops for community greeners and organizations that wish to develop and maintain a CMOS.

On May 2, 2012, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2012 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2012 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Housing and - Local Government Resolution  
Community Development

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

The below listed organization is applying to the State of Maryland's Department of Housing and Community Development or Community Development Administration (CDA). A local government resolution of support is required by the State for all applications to the program for funding.

1. **COMMUNITY HOUSING ASSOCIATES, INC. (CHAI)      \$525,000.00**  
**(CDA)**

CHAI, a local non-profit organization proposes to develop nine housing units for non-elderly disabled (NED) individuals at 4227 Fredrick Avenue. The project proposes to be financed in part with funds from the State of Maryland.

AGENDA

BOARD OF ESTIMATES

12/12/2012

TRAVEL APPROVAL

Police Department

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1.	Warren Smith	US Conference of Mayors Dallas, TX Sept. 21 - 24, 2012	General Funds	\$1,408.68

Mr. Smith accompanied the Mayor for security purposes to the US Conference of Mayors.

In accordance with AM-240-8, Official City business at the event site requiring extensive trips, tours, or other unusual but necessary land travel, advance approval of the expense is required. Due to the nature of the travel it was necessary to secure a rental car.

The Department paid airfare and hotel accommodations and all other expenses for the attendee on a City issued credit card assigned to Mr. Smith.

<b>Actual Expenditure</b>	
	\$ 639.60 Airfare
	458.10 Hotel
	69.70 Occup. Taxes
	54.78 Meals
	36.00 Parking
	42.38 Fuel
	108.12 Rental Car
<b>Total</b>	<b><u>\$1,408.68</u></b>

The request for travel approval is late due to a delay in the administrative process. The Police Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240 and regrets the late submission of this request.

AGENDA

BOARD OF ESTIMATES

12/12/2012

TRAVEL APPROVAL

Police Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
2. Derrick Mayfield	US Conference of Mayors Denver, CO Sept. 30 - Oct. 2, 2012	General Funds	\$1,298.74

Mr. Mayfield accompanied the Mayor for security purposes to Denver, CO.

In accordance with AM-240-8, Official City business at the event site requiring extensive trips, tours, or other unusual but necessary land travel, advance approval of the expense is required. Due to the nature of the travel it was necessary for Detective Sgt. Derrick E. Mayfield to secure a rental car.

The Department paid airfare and hotel accommodations and all other expenses for the attendee on a City issued credit card assigned to Mr. Mayfield.

<b>Actual Expenditure</b>	
\$ 698.60	Airfare
298.00	Hotel
43.96	Occup. Taxes
105.91	Meals
60.00	Parking
18.50	Fuel
72.77	Rental Car
<b>Total</b>	<b>\$1,297.74</b>

The request for travel approval is late due to a delay in the administrative process. The Police Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240 and regrets the late submission of this request.



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Fire Department - Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. Chi-Poe Hsai for the month of August 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$117.66 - 1001-000000-2131-228200-603001

**BACKGROUND/EXPLANATION:**

Mr. Chi-Poe Hsai is a Contract Specialist for the Mayor's Office of Emergency Management who uses his own vehicle to conduct City business. His August mileage statement was sent in late.

The Department requests reimbursement for the expenses incurred by the employee for mileage.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Fire Department - Memorandum of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of agreement (MOA) with Baltimore Volunteers Unlimited (BVU). The period of the agreement is effective upon Board approval through March 31, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$25,500.00 - 4000-478911-2015-210702-404001

**BACKGROUND/EXPLANATION:**

The MOA is for the FY2010 Urban Area Security Initiative Grant Program for Volunteer Centers. This is a federal grant administered through the Maryland Emergency Management Agency. The grant will be used by the BVU to acquire resources for the development and implementation of policies and procedures and for training to develop a region wide network of volunteer mobilization centers. The grant is late because of delays in working out the wording of the contract.

**APPROVED FOR FUNDS BY FINANCE**

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

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



AGENDA

BOARD OF ESTIMATES

12/12/2012

Health Dept. - cont'd

4. **THE PEOPLE'S COMMUNITY HEALTH CENTER, INC.**      **\$ 47,150.00**  
**(PCHC)**

Account: 4000-4245513-3023-599605-603051

The PCHC will provide effective primary medical care and support services to HIV+ infected patients. The PCHC will provide 300 primary medical visits to 60 unduplicated HIV+ infected patients to include updated CD4 and viral load labs.

5. **THE JOHNS HOPKINS UNIVERSITY**      **\$236,467.00**  
**(JHU)**

Account: 4000-424513-3023-599604-603051

The JHU will provide comprehensive HIV primary and specialty care to uninsured/underinsured clients in Baltimore.

**MWBOO GRANTED A WAIVER.**

6. **THE JOHNS HOPKINS UNIVERSITY**      **\$ 52,168.00**  
**(JHU)**

Account: 4000-424513-3023-599626-603051

The JHU will provide street outreach services that target and engage HIV positive Latino's into Primary Medical Care and enroll them into the Maryland AIDS Drug Assistance Program, when eligible.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Health Dept. - cont'd

7. **THE JOHNS HOPKINS UNIVERSITY** **\$ 72,048.00**  
**(JHU)**

Account: 4000-424513-3023-599620-603051

The JHU will provide non-medical case management services for patients who are eligible. The patient advocate and case manager will triage the support service needs and link patients with in-clinic case management, mental health and substance abuse services to reduce barriers to care and increase treatment adherence.

**MWBOO GRANTED A WAIVER.**

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 48,394.00**  
**(JHU)**

Account: 4000-424513-3023-599625-603051

The JHU, School of Medicine HIV Women's Health Program will enroll HIV infected women receiving perinatal services with co-morbidities of HIV and substance abuse into non-medical care management services during the term of their pregnancy to increase adherence to medical care and HIV antiretroviral treatment ultimately to reduce mother to child transmission.

9. **THE JOHNS HOPKINS UNIVERSITY** **\$ 27,100.00**  
**(JHU)**

Account: 4000-424513-3023-599612-603051

The JHU will provide treatment adherence for HIV infected children and youth. The Intensive Primary Care clinic of the JHU Pediatric and Adolescent HIV/AIDS Program utilizes an interdisciplinary team approach to this challenge. The funds will be utilized to support two nurse medical case managers to provide needed intensive treatment adherence services to clients with the most complex and challenging adherence needs.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Health Dept. - cont'd

10. **THE JOHNS HOPKINS UNIVERSITY** **\$ 56,566.00**  
**(JHU)**

Account: 4000-424513-3023-599617-603051

The JHU will provide peer support and advocacy to the increasing number of HIV positive youth, adolescents and young adults, by providing advice and assistance with obtaining needed community, social support, financial insurance and other identified resources.

**MWBOO GRANTED A WAIVER.**

The agreements are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

11. **THE JOHNS HOPKINS UNIVERISTY** **\$591,040.00**  
**(JHU)**

Account: 4000-427712-3023-274410-603051

The JHU will provide high quality, easily accessible HIV outpatient medical treatment with the Sexually Transmitted Disease Clinic infrastructure. The period of the agreement is March 1, 2012 through February 28, 2013.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Health Dept. - cont'd

**12. THE JOHNS HOPKINS UNIVERSITY** **\$ 75,000.00**  
**(JHU)**

Account: 4000-427712-3023-606121-603051

The JHU will identify and link to care HIV positive residents of the Baltimore Eligible Area who have HIV but are not in care and test people engaged in high risk activities who do not know their HIV status. The JHU will identify 150 persons who are HIV+ and not in primary medical care, verify through patient self-reporting whether the patients are enrolled in primary medical care and if not refer patients to Part A funded primary medical care. The JHU will refer 100 HIV+ patients to primary medical care and document 70 unduplicated patients who attend an initial primary medical care appointment. The period of the agreement is March 1, 2012 through February 28, 2013.

**MWBOO GRANTED A WAIVER.**

The agreements are late because after receiving the award for Ryan White Part A grant, providers are selected by the Baltimore City Health Department (BCHD). The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are revised many times because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

**13. FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$297,500.00**

Account: 4000-430512-3160-308600-603051

The organization will provide services to implement the Safe Streets Cherry Hill Program using the CeaseFire Chicago model and all its components with fidelity. The five components to the model are as follows: Community Mobilization, Public Education, Cooperation with Law Enforcement, Outreach and Faith-based Involvement.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Health Dept. - cont'd

The agreement is late because of budget revisions and waiting on signatures from the provider.

**MWBOO GRANTED A WAIVER.**

**14. BALTIMORE HEALTHY START, INC. \$337,600.00**

Account: 5000-530013-3080-595800-603051

The organization will continue to provide home visiting services in the Forest Park/Walbrook, Allendale/Irvington and, Morrell Park/Violetville communities - neighborhoods targeted by B'More for Healthy Babies. The organization will continue to home visit and case-manage the women and families enrolled in the past years and will provide services to an additional 75 women who are eligible for paraprofessional home visiting services as identified through the Vulnerability Index. The organization will serve clients using the Healthy Families America Model.

The agreement is late because the program plan and budget revisions delayed the processing.

**MWBOO GRANTED A WAIVER.**

**15. PROGRESSUS THERAPY, LLC. \$244,155.00**

Accounts: 4000-427113-3080-294300-603051	\$167,000.00
4000-498913-3080-294300-603051	\$ 77,155.00

The organization will provide occupational, speech-language pathology therapy and special education services for the Baltimore Infants & Toddlers Program and conduct school readiness orientation, training, documentation and reporting.

The agreement is late because of delays in the completion of the required documentation.



AGENDA

BOARD OF ESTIMATES

12/12/2012

Health Dept. - cont'd

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.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with PACT: Helping Children with Special Needs, Inc. (PACT). The period of the agreement is July 1, 2012 through June 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

<u>Total</u>	<u># of Visits</u>	<u>Cost per Case</u>
\$ 25,000.00 -	50 visits	\$500.00 - Initial Case Management
27,500.00 -	100 visits	\$275.00 - Individualized Family Service Plan (annual)
<u>60,000.00</u> -	400 visits	\$150.00 - On-going Case Management (visits)
<b>\$112,500.00</b> -	4000-428313-3080-294391-600000	

**BACKGROUND/EXPLANATION:**

The PACT will provide health-related early intervention/case management services for eligible patients.

The agreement is late because it was recently finalized.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Transportation - Amendment No. 5 to Transit Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 5 to transit services agreement with Veolia Transportation, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 11, 2009, the Board approved a five year Transit Service Agreement (TSA) with Veolia Transportation Services, Inc. for the operation of the Charm City Circulator (CCC) under contract B50000482. The service began operations in January 2010, with the acquisition of 21 Design Line Eco Saver IV buses. Subsequent to that initial approval, the Board approved 4 amendments:

- amendment no. 1 on June 17, 2009, which addressed advertising and technical corrections which were required for the document,
- amendment no. 2 on December 16, 2009, which addressed the reassignment of the City's amortization payments for the buses thereby reducing the amount financed from \$6,400,000.00 to \$3,500,000.00,
- amendment no. 3 on April 27, 2011, which addressed Veolia's termination of their contract with Design Line, the short term addition of five Van Hool buses to stabilize the CCC fleet, the agreement with Daimler Buses for the acquisition of eight buses, and the deployment of the East Side Shuttle as a stop gap measure in response to the delayed deployment of the Green Route, and

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Dept. of Transportation - cont'd

- amendment no. 4 on May 9, 2012, which provided for the deployment of the fourth CCC route (the Banner Route) which provides service between downtown and Fort McHenry as well as the purchase option of the five Van Hool buses that were procured under a short term lease agreement to provide stability to the CCC fleet.

Amendment no. 5 will permit the City to purchase diesel fuel directly from the vendor, on an existing purchase order, in lieu of reimbursing Veolia following their purchase of the fuel. The buses are owned by the City, and the City, unlike Veolia, is eligible to purchase tax-exempt fuel for the buses. This action will result in a reduction of cost by \$0.52 per gallon, or nearly 14% off current fuel prices. Funding for this fuel purchase will be taken from the purchase order for Veolia that is in effect for the support of CCC operations, thereby reducing that purchase order amount accordingly.

(The amendment no. 5 to transit service agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Transportation - Task Assignment 001, Project 1135

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 001 under Project No. 1135, On-Call Consultant Services for Federal Aid Projects for Bridges within the City of Baltimore to STV, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$1,938,228.20 - 9950-907850-9514-900010-703032

**BACKGROUND/EXPLANATION:**

Bridge No. BC 5103, Russell Street Over CSX tracks and Bridge No. BC 5221, Southbound Monroe Street Ramp over CSX tracks, both have bridge sufficiency ratings below 50.0 and qualify for replacement by federally mandated guidelines.

This task assignment provides authorization for design engineering services for replacing Bridge No. BC 5103, Russell Street Over CSX tracks and Bridge No. BC 5221, Southbound Monroe Street Ramp over CSX tracks and will include developing contract documents, plans, cost estimates, coordinating with the community and CSX. The services will also provide geotechnical and environmental services, and perform topographic surveys as well as other related services.

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,705,641.00	9950-944002-9507	
FED	Construction Reserve	
	Highway Reserve for	
	Closeouts	
426,410.00	9950-934003-9507	
GO Bond 23 <sup>rd</sup> EDL	Construction Reserve	
<u>\$2,132,051.00</u>	Russell and Monroe	
	Bridge	
\$2,132,051.00	-----	9950-907850-9514-3
		Design & Study
		Russell and Monroe
		Bridge

This transfer will fund the cost associated with Project 1135, On-Call Consultant Services for Federal Aid Project for Bridges by STV, Inc.

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |             |         |
|---|-------------|---------|
| 1. F.L. ANDERSON COMPANY  | \$ 5,000.00 | Low Bid |
| MES/MARYLAND  | \$15,000.00 |         |
| WITMER ASSOCIATES, INC.   | \$25,000.00 |         |
| Solicitation No. B50002640 - Fire Tools - Fire Department -<br>Req. No. R611445 |             |         |

The period of the award is December 12, 2012 through December 11, 2013, with three 1-year renewals options remaining.

- |  |             |         |
|--|-------------|---------|
| 2. PREFERRED CLEANING, LLC   | \$ 8,400.00 | Renewal |
| Solicitation No. B50001697 - Janitorial Services - Department<br>of Housing and Community Development - Req. No. P515564 |             |         |

On December 8, 2010, the Board approved the initial award in the amount of \$8,700.00. The award contained three 1-year renewal options. On January 3, 2012, the Board approved the first renewal in the amount of \$8,700.00. This renewal in the amount of \$8,400.00 is for the period January 3, 2013 through January 2, 2014, with one 1-year renewal option remaining.

- |  |             |         |
|--|-------------|---------|
| 3. PETE'S CYCLE CO., INC.  | \$30,000.00 | Renewal |
| Solicitation No. 06000 - O.E.M. Parts & Service for Dirt Bikes<br>& ATV's - Police Department - P.O. No. P511898 |             |         |

On January 20, 2010, the Board approved the initial award in the amount of \$30,000.00. The award contained two 1-year renewal options. On August 25, 2010, the Board approved an increase in the amount of \$30,000.00. On October 3, 2012, the City Purchasing Agent approved an increase in the amount of \$10,000.00. This renewal in the amount of \$30,000.00 is for the period January 21, 2013 through January 20, 2014, with one 1-year renewal option remaining.

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

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

12/12/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |              |         |
|--|--------------|---------|
| 4. <u>PHYSIO-CONTROL, INC.</u>   | \$114,550.51 | Renewal |
| Solicitation No. 08000 - Lifepak Defibrillator Maintenance -<br>Fire Department - P.O. No. P512807 |              |         |

On April 7, 2010, the Board approved the initial award in the amount of \$114,550.51. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$114,550.51 is for the period January 24, 2013 through January 23, 2014.

It is hereby certified, that the above procurement is of such a nature that advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

- |  |              |          |
|--|--------------|----------|
| 5. <u>HERSEY METERS COMPANY,</u><br><u>LLC d/b/a MUELLER</u><br><u>SYSTEMS, LLC</u>  | \$100,000.00 | Increase |
| Solicitation No. 08000 - EDC IV Detector Check and FM3<br>Fireline Meters - Department of Public Works, Bureau of Water<br>and Wastewater - P.O. No. P519420 |              |          |

On February 15, 2012, the Board approved the initial award in the amount of \$85,000.00. This increase in the amount of \$100,000.00 is necessary to meet the City's ongoing requirements under this contract. The contract expires on February 14, 2014 with one 2-year renewal option.

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

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

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

Bureau of Purchases

- |  |                |                  |
|--|----------------|------------------|
| <p>6. HD SUPPLY WATERWORKS,<br/>LIMITED PARTNERSHIP,<br/>a/k/a HD SUPPLY</p>   | <p>\$ 0.00</p> | <p>Extension</p> |
| <p>Solicitation No. 06000 - Water Meter Box Lids - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P501266</p> |                |                  |

On February 6, 2008, the Board approved the initial award in the amount of \$500,000.00. The award contained three 1-year renewal options. On December 14, 2011, the Board approved a renewal. The City will be implementing new AMI/AMR technology for the water meters and that will change the specifications for water meter box lids. The period of the extension is January 1, 2013 through July 31, 2013.

For the interim period until the new water meter installation contract is awarded, an extension of the existing contract is necessary to have a contractual source available to meet the requirements for the items covered by the above contract.

**MWBOO GRANTED A WAIVER.**

- |  |                       |                |
|--|-----------------------|----------------|
| <p>7. INTER ACT 911<br/>MOBILE SYSTEMS, INC.</p>   | <p>\$1,125,000.00</p> | <p>Renewal</p> |
| <p>Solicitation No. 08000 - Pocket Cop Mobile Data System - Police Department - P.O. No. P509065</p> |                       |                |

On January 13, 2010, the Board approved the initial award in the amount of \$1,547,875.20. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$1,125,000.00 is for the period January 13, 2013 through January 12, 2014, with one 1-year renewal option remaining.

AGENDA

BOARD OF ESTIMATES

12/12/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

8. RAYTHEON PROFESSIONAL SERVICES, LLC.	\$ 0.00 <u>65,000.00</u> <b>\$65,000.00</b>	Ratification and Term Order
---	---	-----------------------------

---

Solicitation No. 06000 - GM Vehicle and Commercial Technical Training - Department of General Services - Fleet Management - P.O. No. P518112

On August 17, 2011, the Board approved the initial award in the amount of \$67,940.00. Due to an administrative error, contract number 08000 for GM Vehicle and Commercial Training expired on August 17, 2012, with three 1-year renewals remaining. The Department of General Services has a continuing need for the services provided under this contract. It is requested that a ratification and term purchase order be approved under the same terms and conditions as contract 08000, including the remaining two 1-year renewal options. The period of the ratification is August 17, 2012 through December 11, 2012. The period of the term purchase order is December 12, 2012 through August 16, 2013, with two 1-year renewal options remaining.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

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

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

Bureau of Purchases

- |   |              |         |
|---|--------------|---------|
| 9. ATLANTIC DOOR CONTROL,<br>INC.   | \$ 37,365.00 | Renewal |
| Solicitation No. B50001735 - PM Stanley Doors - Baltimore<br>Convention Center - P.O. No. P515904 |              |         |

On January 12, 2011, the Board approved the initial award in the amount of \$21,233.00. The award contained two 1-year renewal options. On December 7, 2011, the Board approved the first renewal in the amount of \$22,000.00. This final renewal in the amount of \$37,365.00 is for the period January 24, 2013 through January 23, 2014.

- |   |              |         |
|---|--------------|---------|
| 10. THE GUN SHOP  | \$ 43,900.00 | Renewal |
| Solicitation No. B50002221 - Force on Force Marker Rounds -<br>Police Department - P.O. No. P519089 |              |         |

On January 11, 2012, the Board approved the initial award in the amount of \$43,900.00. The award contained three 1-year renewal options. This renewal in the amount of \$43,900.00 is for the period January 11, 2013 through January 10, 2014, with two 1-year renewal options.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 11. MASON-DIXON FIRE EQUIPMENT<br>d/b/a WITMER ASSOCIATES,<br>LLC              | \$120,000.00 | Renewal |
| Solicitation No. B50000736 - Fire Hose - Fire Department -<br>P.O. No. P506451 |              |         |

On January 28, 2009, the Board approved an initial award in the amount of \$120,000.00. The award contained two 2-year renewal options. On December 8, 2010, the Board approved the first renewal in the amount of \$120,000.00. This final renewal in the amount of \$120,000.00 is for the period February 1, 2013 through January 31, 2015.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

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

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

Bureau of Purchases

12.	ACS STATE AND LOCAL SOLUTIONS, INC.	\$400,000.00	Extension and Increase
Solicitation No. BP 07149 - EMS Billing Services - Fire Department - P.O. No. P509065			

On December 12, 2007, the Board approved the initial award in the amount of \$4,815,000.00. Subsequent actions have been approved. An extension is requested to allow time for ACS State and Local Solutions, Inc. to continue collections for bills issued prior to their billing cutoff date of December 1, 2012. A new contract is in place, however, ACS State and Local Solutions, Inc. is still responsible for the collection of bills issued prior to their end date. This increase makes the total contract amount \$7,415,000.00. The period of the extension is December 31, 2012 through June 30, 2013.

**MBE:** Kidd International Home Care, Inc.      13.48%

**WBE:** TRG Networking, Inc.      4.51%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

13.	BALTIMORE AUTO SUPPLY	\$300,000.00	
	SALVO LIMITED PARTNERSHIP	0.00	
	ROK BROTHERS, INC.	60,000.00	
	UNI-SELECT USA, INC.	30,000.00	
	QUALITY AUTOMOTIVE WAREHOUSE	250,000.00	
	SERVICE PARTS d/b/a PAPA		
	AUTO PARTS	0.00	
	PARTS AUTHORITY SOUTHERN	0.00	
	CRW PARTS	0.00	
	FLEETPRIDE, INC.	0.00	
	GLOBE ELECTRIC	0.00	
		<b>\$640,000.00</b>	Increase
Solicitation No. B50001427 - Aftermarket Parts and Supplies for Cars and Light Trucks - Department of General Services - P.O. Nos. P514297, P514298, P514299 and P514303			

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On June 30, 2010, the Board approved the initial award in the amount of \$1,800,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Additional funds are required due to an increase in use of aftermarket parts and supplies provided by these vendors. This increase in the amount of \$640,000.00 will make the award amount \$3,216,000.00. The contract expires on July 31, 2013, with two 1-year renewal options.

**MWBOO GRANTED A WAIVER.**

14. INTERGRAPH CORPORATION	\$ 158,544.00	Sole Source Ratification and Award
Solicitation No. 08000 - InPursuit Annual Maintenance - Police Department - Req. No. R617728		

Intergraph Corporation is the developer and sole source for maintenance and support of the InPursuit system currently in use by the Police Department. The services required by the Police Department were provided without contract by Intergraph which acquired the previous vendor, Denali Solutions, LLC. This action will ratify coverage received to date, beginning July 1, 2012 and provide a term order for the remaining fiscal year.

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

15.	F & F AND A. - Group 1-3		
	JACOBS AND & Item 17	\$ 550,000.00	
	SONS, INC.		
	F.L. ANDER- - Items 18 &	100,000.00	
	SON COMPANY 19	\$ 650,000.00	Renewal
	Solicitation No. B50001694 - Uniforms for the Fire Department		
	- Fire Department - P.O. Nos. P515884 and P515885		

On January 26, 2011, the Board approved the initial award in the amount of \$650,000.00. The award contained four 1-year renewal options. On December 7, 2011, the Board approved the first renewal in the amount of \$650,000.00. This renewal in the amount of \$650,000.00 is for the period January 12, 2013, through January 11, 2014, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

16.	WEIR SPECIALTY		
	PUMPS	\$100,000.00	Increase
	Solicitation No. 08000 - Wemco Pump Parts - Department of		
	Public Works, Bureau of Water and Wastewater - P.O. No.		
	P515364		

On November 17, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase is necessary due to increased usage of this contract. This increase in the amount of \$100,000.00 will make the award amount \$200,000.00. The contract expires on November 14, 2013.

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |   |              |         |
|---|---|--------------|---------|
| 17.   | MASON-DIXON FIRE<br>EQUIPMENT d/b/a WITMER<br>ASSOCIATES, LLC | \$275,000.00 | Renewal |
| Solicitation No. B50001670 - Safety Boots for the Fire<br>Department - P.O. No. P515982 |   |              |         |

On January 26, 2011, the Board approved the initial award in the amount of \$275,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$275,000.00 is for the period January 26, 2013 through January 25, 2014, with two 1-year renewal options.

**MWBOO GRANTED A WAIVER.**

- |  |                     |                |         |
|--|---------------------|----------------|---------|
| 18.  | DIGICON CORPORATION | \$2,415,743.20 | Renewal |
| Solicitation No. 06000 - Citywide IT Support Staff Services<br>Agreement - Departments Various - Req. Nos. Various |                     |                |         |

On June 27, 2012, the Board approved the initial award in the amount of \$2,415,743.20. This final renewal option in the amount of \$2,415,743.20 will make the total award \$4,831,486.40. The period of this renewal is January 1, 2013 through June 30, 2013.

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

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

12/12/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

19. TELECOMMUNICATIONS	\$ 115,147.00	Ratification
SYSTEMS, INC.	214,396.00	Increase
	<u>2,415,743.20</u>	First Amendment &
	<u>\$2,745,286.20</u>	Renewal Agreement

Solicitation No. 06000 - Citywide IT Support Staff Services Agreement - Departments Various - Req. Nos. Various

The Board is requested to approve a ratification, increase and authorize execution of the first amendment and renewal agreement with TeleCommunications Systems, Inc. The period of the ratification is July 1, 2012 through December 11, 2012. The period of the increase is December 12, 2012 through December 31, 2012. The period of the renewal is January 1, 2013 through June 30, 2013 with no renewal options remaining.

On June 27, 2012, the Board approved the initial award in the amount of \$2,415,743.20. Three additional individuals were in the process of being engaged by the vendor when the previous agreement was submitted to the Board for approval. The ratification, increase, and amendment cover the services of these individuals.

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

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

**MWBOO GRANTED A WAIVER.**



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Office of the Mayor - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Family League of Baltimore City, Inc. (FLBC). The period of the agreement is July 1, 2012 through June 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$5,387,155.00 - 1001-000000-4460-692000-607001

The first installment will be in the amount of \$1,346,788.75 and will be paid to the Family League upon approval of the agreement and \$1,346,788.75 will be paid to the FLBC quarterly for the next three quarters of the period of the agreement.

**BACKGROUND/EXPLANATION:**

The FLBC is the City of Baltimore's Local Management Board. It is a quasi-governmental non-profit organization that works with a range of partners to develop and implement initiatives that improve the well-being of Baltimore's children, youth, and families. The FLBC's work touches the lives of tens of thousands of Baltimore families each year.

Under the terms of this agreement, the funds will be used to support the administration of Community and School Engagement partnerships consisting of out-of-school time (OST) and community schools programs operated by community-based organizations.

The OST programs support academic skills development of youth and provide enrichment activities in areas such as athletics and the arts. Community resource schools facilitate a network of partnerships between the school and other community resources that promote student achievement and family and community well-being.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Office of the Mayor - cont'd

The programs are expected to have a positive impact on school attendance and reduce incidences of negative behavior for participants. In FY 2013, the funds will support 38 community schools and 48 OST programs. The funds will also support the provision of training and technical assistance to ensure that services are delivered with high quality and with consistency.

The agreement is late because of delays in the administrative review and approval process, subcontractor budgets, and scopes of work.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Finance - Revision to Administrative Manual  
AM-500-01, Smoke-Free Workplace

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the revisions to the Smoke-Free Workplace policy, AM-500-01, dated August 22, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The major revision made to Smoke-Free Workplace, AM-500-01, is that smoking is now prohibited within 50 feet of the entrance or exit of a City-owned/leased building. The prohibition of smoking within 50 feet of the entrance of a building is recommended by the American Cancer Society. The revised AM-500-01 also states that members of the Baltimore City Police and Fire Departments shall adhere to their departmental policies governing designated smoking areas.

The revisions to AM-500-01 were recommended and reviewed by the Office of the Labor Commissioner, the Law Department, the Department of Human Resources, the Department of Public Works, the Department of General Services, and the Department of Finance.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Planning - Amendment to Supplemental Agreement  
for Professional Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to supplemental agreement for professional services with Camiros, Ltd. The amendment to supplemental agreement extends the period through January 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

No additional funds are required

**BACKGROUND/EXPLANATION:**

On July 16, 2008, the Board approved an agreement with Camiros, Ltd. to assist the City with planning and zoning services necessary to rewrite the existing zoning code. On August 26, 2009, the Board approved Amendment #1, which allowed for further evaluations and studies so the best rewrite could be provided. On January 12, 2011, the Board approved a supplemental agreement that gave the vendor additional time to complete the zoning code rewrite and comprehensive rezoning in three phases. This current amendment is for the purpose of an additional extension to have Camiros, Ltd. services available while the new code goes through the legislative review process.

**MBE/WBE PARTICIPATION:**

The vendor will comply with all terms and conditions of the MBE/WBE program in accordance with Article 5, Subtitle 28 of the Baltimore City Code.

**AUDITS NOTED THE TIME EXTENSION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Space Utilization Committee - Interdepartmental Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an interdepartmental lease agreement between the Department of General Services, landlord and the Office of the Labor Commissioner, tenant for the rental of a portion of the property known as 417 E. Fayette Street, being on the 14<sup>th</sup> floor, consisting of approximately 2,564 sq ft. The period of the agreement is July 1, 2012 through June 30, 2013, with an option to renew for five additional 1-year terms.

**AMOUNT OF MONEY AND SOURCE:**

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$19,804.00	\$1,650.33

Account: 1001-000000-1280-154300-603096

**BACKGROUND/EXPLANATION:**

The tenant will use the leased premises for office space for the Office of the Labor Commissioner.

The landlord will be responsible for the maintenance of the interior and exterior of the building including the foundations, roof, walls, gutters, downspouts, air conditioning, ventilation and heating system, cleaning the floors, providing janitorial services, trash removal, pest control, and keeping the sidewalks adjacent to the premises and the entrances thereto clear of ice, snow and debris.

The landlord will also furnish and pay for all utilities that are supplied to or used at the Leased Premises, including oil, gas, electric and water.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Space Utilization Committee - cont'd

The tenant will accept the leased premises in "As is" condition. The tenant will provide all equipment if applicable, necessary for the operation of the tenant's programs, including but not limited to telephone and computer services to the leased premises. Tenant will be responsible for placing debris from the leased premises into trash receptacles. Tenant will keep the entrance, passageways, and areas adjoining or appurtenant to their leased premises in a clean and orderly condition, free of debris and obstruction.

The lease agreement is late because of the Departments' reviews and administrative processes.

The Space Utilization Committee approved this lease agreement on November 27, 2012.

**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**

**12/12/2012**

Space Utilization Committee - Interdepartmental Lease

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an interdepartmental lease between the Department of General Services (DGS), and the Baltimore City Health Department (Health Department), tenant, for rental of the property known as 621 N. Eden Street, on the second floor, and consisting of approximately 6,547 square feet. The period of the inter-departmental lease is July 01, 2012 through June 30, 2017, with the option to renew for an additional five one-year periods.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Quarterly Installments</u>	
\$ 41,882.00	\$10,470.50	Year 1
\$ 43,138.46	\$10,784.62	Year 2
\$ 44,432.61	\$11,108.16	Year 3
\$ 45,765.59	\$11,441.40	Year 4
\$ 47,138.56	\$11,784.64	Year 5

**\$222,357.22** - 4000-423213-3080-294100-603013

**BACKGROUND/EXPLANATION:**

The leased premises will be used for administrative and clinical offices for the Health Department's Women, Infant and Children's Program (WIC).

The Department of General Services will maintain the interior and exterior of the building, including the foundation, roof, walls, gutters, downspouts, and repairs of the HVAC system, including individual window ventilation systems, except for damage caused by the sole negligence of the Health Department's employees, guest, agents, invitees, and contractors.

The Department of General Services will provide janitorial services, trash removal, pest control, floor cleaning, snow removal, interior and exterior lighting, sewer/plumbing repairs, electrical repairs, replacement of the air filters every six months for the HVAC system, including individual window ventilation systems, and utilities.

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Space Utilization Committee - cont'd

The Health Department accepts the premises in its existing condition, and will not make any alteration, additions, or improvements without DGS's written consent. The Health Department will provide all equipment including refrigerators or any other kitchen appliances, telephone and computer services. The Health Department will remove all debris from the leased premises into trash receptacles, and keep the common break room free of debris that can cause infestation of insects and/or rodents. The Health Department will keep entrances, passageways, and area adjoining to the building in a clean and orderly condition free of the Health Department's equipment and furniture, which will not impede ingress and egress. The Health Department will provide security at the premises, if applicable for its operations.

The Space Utilization Committee approved this interdepartmental lease on November 27, 2012.

**APPROVED FOR FUNDS BY FINANCE**

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Public Works/ - Agreement  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Louis Berger Water Services, Inc., under Project No. 1172.1, Distribution of Water Main Replacement and Rehabilitation Design at Various Locations. 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:**

\$999,932.00 - 9960-905668-9557-900020-703032

**BACKGROUND/EXPLANATION:**

Louis Berger Water Services, Inc. will provide water main design and engineering services related to the existing water infrastructure that has been identified by the City at various locations for replacement and/or rehabilitation. The scope of work includes preparation of contract documents including plans, specifications, cost estimates, permit applications, community outreach meetings, and right-of-ways, etc.

<b>MBE:</b> EBA Engineering, Inc.	\$120,398.21	12.04%
Navarro & Wright Co., Inc.	119,888.34	11.99%
Dhillon Engineering, Inc.	<u>31,269.16</u>	<u>3.13%</u>
<b>Total</b>	<b>\$271,555.71</b>	<b>27.16%</b>
<b>WBE:</b> Ruxton Design Corporation	\$ 91,186.89	9.12%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

DPW/BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>		
<b>\$1,100,000.00</b>	9960-904689-9558	
Water Revenue	Constr. Res.	
Bonds	Proj. 972 -	
	Urgent Needs	
\$ 999,932.00	-----	9960-905668-9557-900020-3
		Engineering
<u>100,068.00</u>	-----	9960-905668-9557-900020-9
		Administration
<b>\$1,100,000.00</b>		

The funds are required to cover the costs of Project No. 1172.1, Distribution of Water Mains.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Bureau of Water and Wastewater (BW&WW) - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment no. 1 to agreement with KCI Technologies, Inc. (KCI), for Project 1118, Improvements to the Wastewater Collection System for Consent Decree Wet Weather Compliance.

**AMOUNT OF MONEY AND SOURCE:**

\$1,533,190.96 - Wastewater Revenue Bonds (57.23%)  
1,145,807.75 - Baltimore County (42.77%)  
**\$2,678,998.71** - 9956-902588-9551-900020-703032

**BACKGROUND/EXPLANATION:**

On September 22, 2010, the Board entered into an agreement with the KCI to provide engineering and technology support for Project 1118.

During the course of amendment no. 1 to agreement the consultant will provide additional engineering services including the implementation of the Consent Decree fats, oils, and grease program which involves coordination with various agencies, inspection services, development of educational material, and planning of grease abatement treatment. KCI will assist the City with the implementation of the Utility Asset Management Division which will move the City into a proactive maintenance mode with the goal of solving problems before they become emergencies. Engineering, design and construction management services relating to the elimination of sanitary sewer overflows and basement backup will be performed. The consultant was approved by the Architectural and Engineering Awards Commission.

**MBE/WBE PARTICIPATION:**

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

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

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,716,900.00	9956-903627-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	Wet Weather Program	
1,283,100.00	9956-905410-9549	
Baltimore	Constr. Reserve	
County	Herring Run	
<u>315,450.38</u>	Interceptor	
<b>\$3,000,000.00</b>		
\$2,684,549.62	-----	9956-902588-9551-3
		Design
<u>315,450.38</u>	-----	9956-902588-9551-9
<b>\$3,000,000.00</b>		Administrative

This transfer will provide funds to cover the costs associated with Project 1118, Improvements to the Wastewater Collection System for Consent Wet Weather Decree Compliance.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a partial release of retainage agreement to Spiniello Companies for Water Contract No. 1198, Urgent Need Work, Infrastructure Rehabilitation Various Locations.

**AMOUNT OF MONEY AND SOURCE:**

\$628,934.60 - 9960-903682-9557-000000-200001

**BACKGROUND/EXPLANATION:**

All work on Water Contract No. 1198 was completed on February 24, 2012. The contractor has requested a partial release of retainage in the amount of \$628,934.60. The remaining \$400,000.00 is sufficient to protect the interests of the City.

**MWBOO HAS APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Bureau of Water and Wastewater - Expense Statements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the following expense statements for mileage during the month July 2012:

1. **MS. DONELL ALLEN** **\$111.00**

Account: 2071-000000-5471-609100-603002 - \$37.75  
2071-000000-5471-609200-603002 - \$73.25

2. **MR. BRANDON L. ADAMS** **\$163.17**

Account: 2071-000000-5471-609100-603002

The Department requests reimbursement for the expenses incurred by the employees for mileage. The Division of Revenue Measurement and Billing inadvertently failed to have the employees' expense statements processed in time to be received by the Bureau of Accounting and Payroll Services within the 40 work days after the last calendar day of the month in which they were incurred.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Public Works/ - Task Assignment  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 013 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1120J, Construction Scheduling and Analysis Services (W.C. 1164, W.C. 1180, W.C. 1203, S.C. 871R, and S.C. 895). The period of this task is effective upon Board approval through October 5, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$ 31,043.51 - 9960-903709-9557-900020-703032 (W.C. 1164)  
31,043.51 - 9960-910703-9557-900020-703032 (W.C. 1203)  
31,043.51 - 9956-911411-9551-900020-703032 (S.C. 871R)  
31,043.51 - 9956-907643-9551-900020-703032 (S.C. 895)  
31,043.50 - 9960-904688-9557-900020-703032 (W.C. 1180)  
**\$155,217.54**

**BACKGROUND/EXPLANATION:**

The consultant will provide construction scheduling analysis and evaluations on W.C. 1164-Towson Finished Reservoir Cover, W.C. 1180-Falls Road Water Main Replacement, W.C. 1203-Infrastructure Rehab. Various Locations, S.C. 871R-Herring Run Interceptors, and S.C. 895-Improvements to Maryland Avenue Sub-Sewershed Sewers.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Public Works/ - Task Assignment  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 016 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1120J Construction Inspection Services (S.C. 855, S.C. 845 and S.C. 852R). The period of this task is effective upon Board approval through October 5, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$ 45,530.09 - 9956-904529-9551-900020-703032 (S.C. 855)  
45,530.09 - 9956-905527-9551-900010-703032 (S.C. 845)  
45,530.10 - 9956-910533-9551-900020-703032 (S.C. 852R)  
\$136,590.28

**BACKGROUND/EXPLANATION:**

The Department desires to continue to utilize JMT to continue to provide construction inspection services on S.C. No. 855-Mod to Existing Facilities at Patapsco Wastewater Treatment Plant, S.C. 845-Nitrification Filters & Related Work for ENR at Patapsco Wastewater Treatment Plant, S.C. 852R-Dentrification Filters and Related Work for the Enhanced Nutrient Removal at Patapsco Wastewater Treatment Plant. These services were initially provided under Task 009 and will continue until the expiration date of the agreement.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Public Works/ - Task Assignment  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 009 to Rummel, Klepper & Kahl, LLP, under Project No. 1143 Construction Inspection Engineering and Scheduling Services (S.C. 829, S.C. 8526 and S.C. 870). The period of this task is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$ 41,401.36 - 9956-904561-9551-900020-703032 (S.C. 829)  
41,401.36 - 9956-907526-9551-900020-703032 (S.C. 8526)  
35,486.88 - 9956-902585-9551-900020-703032 (S.C. 870)  
\$118,289.60

**BACKGROUND/EXPLANATION:**

Rummel, Klepper & Kahl, LLP will provide construction inspection services on S.C. No. 829-Primary Settling Tanks Back River Wastewater Treatment Plant, S.C. 8526-Sludge Digester Facilities at the Back River Wastewater Treatment Plant and S.C. 870-Scum/Grease System Improvements at Back River Wastewater Treatment Plant.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Public Works/ - Task Assignment  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 007 to Rummel, Klepper & Kahl, LLP, under Project No. 1143 Project Management Services, (S.C. 849, S.C. 871R, S.C. 894 and W.C. 1217). The period of this task is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$ 54,039.92 - 9956-904753-9551-900020-703032 (S.C. 849)  
54,039.92 - 9956-911411-9551-900020-703032 (S.C. 871R)  
54,039.92 - 9956-904694-9551-900020-703032 (S.C. 894)  
54,039.92 - 9960-918701-9557-900020-703032 (W.C. 1217)  
**\$216,159.68**

**BACKGROUND/EXPLANATION:**

Rummel, Klepper & Kahl, LLP, will provide management services on S.C. No. 849-Locust Point Wastewater Pumping Station Main Replacement, S.C. 871R-Improvement to Herring Run Interceptor, Phase I, S.C. 894-Cleaning of Outfall Sewershed 99-Inch and Outfall Interceptor, W.C. 1217-Urgent Need Infrastructure Rehabilitation.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Department of Public Works/                    - Ratification  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an agreement with Ross Technical Services, Inc. The period of the agreement was October 15, 2012 through December 7, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,627.66 - 2070-000000-5501-396404-603020  
5,627.66 - 2070-000000-5501-630004-603020  
5,627.68 - 2070-000000-5501-396804-603020  
**\$16,883.00**

**BACKGROUND/EXPLANATION:**

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Waste Water Treatment Plants of Baltimore City be provided with 144 hours of classroom instruction per year for each year of the three years that they are employed to successfully complete the Wastewater Treatment Technician Apprenticeship Program.

Ross Technical Services, Inc. has an extensive background in wastewater treatment training and has provided a custom curriculum that enables apprentices to be exposed to the technical requirements of the program as it relates to the actual work environment of a Water and Wastewater Treatment Plant.

This agreement is for the first year instruction for the class of trainees hired as Wastewater Treatment Apprentices. The training will take place on-site using existing equipment and materials.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

12/12/2012

Department of Human Resources - Personnel Matter

The Board is requested to approve the personnel matter below:

Department of Finance

	<u>Rate of Pay</u>	<u>Amount</u>
1. Geraldine Gentile	\$24.41	<b>\$23,166.00</b>

Account: 1001-000000-1401-159700-601009

Ms. Gentile, retiree will work as a Special Assistant to the Finance Director. Her duties will include, but are not limited to providing support for the Combined Charities Campaign, Deferred Compensation Program and the Board of Estimates agenda items submissions. The period of the agreement is effective upon Board approval through June 4, 2013.

Ms. Gentile's hourly rate is based upon the agreed upon maximum of 949 total hours instead of the 1,200 maximum.

**THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF THE HOURLY RATE PORTION, AS OUTLINED IN THE CITY'S ADMINISTRATIVE MANUAL 212-1 PART I - RETIREES.**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/12/2012**

Bureau of Purchases - Change of Landlord & Payee

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the change of the landlord/owner and payee from RWN 10 Calvert Street Owner, LLC, (landlord)/B&R 10 N. Borrower, LLC (borrower) to Equitable Holdings, LLC c/o Transwestern for the leased premises located at 10 North Calvert Street.

**AMOUNT OF MONEY AND SOURCE:**

\$16,525.00 (Arrears)  
and annual rental payments for years 2-5, as approved by the Board on October 05, 2011.

**BACKGROUND/EXPLANATION:**

On December 06, 2006, the City entered in to a lease for 10 N. Calvert Street for suite 915. The lease has since been amended, on July 21, 2010 and on October 20, 2011. The premises are leased on behalf of the Office of Civil Rights and Wage Enforcement.

The current term of the lease is through September 30, 2016. The landlord subsequently entered into transactions with B&R 10 North Borrower, LLC and they have recently assigned to Equitable Holdings Trust all of its rights, title, interest and obligations under the lease. Therefore, the Board is requested to approve the change in the name of the owner and payee.

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

**APPROVED FOR FUNDS BY FINANCE**

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED