

NOTICES

1. PROTESTS

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 12:00 NOON ON TUESDAY, PRECEDING THE BOARD OF ESTIMATES' MEETING. IN ORDER FOR A PROTEST TO BE CONSIDERED, THE PROTESTANT MUST BE PRESENT AT 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 4, 2013

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on December 4, 2013.

The Board of Estimates will not receive or open bids on December 4, 2013. The Board of Estimates will reconvene on December 11, 2013.

BOARD OF ESTIMATES' AGENDA - NOVEMBER 27, 2013

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:

American Siteworks, LLC	\$ 1,500,000.00
Archer Western Construction, LLC	\$570,834,000.00
Caribbean Piping & Welding, Inc.	\$ 1,500,000.00
CitiRoof Corporation	\$ 7,065,000.00
Electrico, Inc.	\$ 8,000,000.00
G.H. Nitzel, Inc.	\$ 8,000,000.00
G.M. McCrossin, Inc.	\$ 6,291,000.00
McFarland Construction Co.	\$ 54,000.00
United General Contractors, Inc.	\$ 8,000,000.00

AGENDA

BOARD OF ESTIMATES

11/27/2013

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:

EBA Engineering, Inc.	Engineer Land Survey
KCI Technologies, Inc.	Landscape Architect Engineer Property Line Survey
Mahan Rykiel Associates, Inc.	Landscape Architect
QPS, Inc. d.b.a. Qodesh CM	Engineer
Ruxton Design Corporation	Engineer Property Line Survey
Westin Engineering, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

11/27/2013

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Option</u>			
1. Turf, LLC	1605 E. North Avenue	G/R \$90.00	\$ 825.00

Funds are available in account no. 9910-904403-9588-900000-704040, Great Blacks in Wax Project.

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

DHCD - Condemnation

2. Armin Jaeger, III	1613 E. North Ave.	G/R \$120.00	\$ 800.00
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Funds are available in City Bond Funds, account no. 9910-904403-9588-900000-704040, Great Blacks in Wax Project.

EXTRA WORK ORDERS

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #003, (\$2.11) - TR 10313, Greater Edmondson: Village Street Lighting Improvements				
\$ 722,713.60	\$ 8,359.27	Civil Construction, LLC	-	-

This extra work order is necessary for payment of overrun items, deductions of amounts not paid due to under runs or not used items, and to balance out the subject contract.

Bureau of Water and Wastewater

2. EWO #010, \$482,361.89 - WC 1217, Urgent Need Work-Infrastructure Rehabilitation-Various Locations				
\$ 5,373,325.00	\$ 1,539,603.62	Spiniello Companies	0	100
3. EWO #031, \$ 87,835.00 - WC 1168, Deer Creek Pumping Station Improvements				
\$23,320,000.00	\$ 728,353.47	Ulliman Schutte Construction, LLC	60	96
			CCD	

AGENDA

BOARD OF ESTIMATES

11/27/2013

Parking Authority for - Expenditure of Funds
Baltimore City (PABC)

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Warwick Supply & Equipment Company for structural repairs to the 12th floor of the St. Paul Place Garage located at 210 St. Paul Place.

AMOUNT OF MONEY AND SOURCE:

\$24,000.00 - 2075-000000-5800-408500-603016

BACKGROUND/EXPLANATION:

On July 11, 2013, a parking patron of the St. Paul Place Garage crashed his vehicle into the southern corner of the elevator tower on the 12th floor of the garage while travelling on the up-ramp. The impact resulted in significant structural damage to the exterior concrete masonry unit wall of the tower and the adjacent steel railing. On July 12, 2013, Mr. Richard Kadlubowski, AIA, Senior Vice President and Director of Architecture for Hoffmann Architects (Hoffmann), made an initial visit to the garage to observe the damage. During this visit, Mr. Kadlubowski provided recommendations to temporarily secure all loose railing components and to erect sidewalk protection as protective measures until final repairs could be performed. Following this visit, Hoffmann Architects was retained to perform an emergency repairs structural survey of the damaged areas and to provide recommendations for advisable corrective actions.

Based on Hoffmann's survey, it does not appear that the structural integrity of the steel frame for the elevator tower enclosure was compromised as a result of the vehicular impact. Likewise, with the exception of localized damage at the impact area, the structural capacity of the curtain wall framing and elements also appear undiminished as a result of the impact. Nonetheless, Hoffmann advised the PABC to initiate the repairs as soon as possible to prevent any potential safety issues.

AGENDA

BOARD OF ESTIMATES

11/27/2013

PABC - cont'd

The PABC obtained three proposals for performing the repairs to the affected area and found that Warwick Supply & Equipment Company's proposal was the lowest bid and as such represents the best value to the Parking Authority and the City.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Parking Authority for - Second Amendment to Parking Facility
Baltimore City (PABC) Operations and Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to Parking Facility Operations and Management Agreement with Chesapeake Parking Associates, a general partnership between Central Parking System of Maryland, Inc. and Banks Contracting Co., Inc. for the Lexington Street Garage. The second amendment extends the agreement through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$183,513.00 - 2075-000000-2321-407500-603016 Operating Expenses
36,000.00 - 2075-000000-2321-407500-603026 Mgmt. & Incentive
\$219,513.00

BACKGROUND/EXPLANATION:

On August 31, 2011, the Board approved the initial agreement for a 17 month term, and on November 14, 2012, the Board approved a one year extension. The compensation to Chesapeake Parking Associates was based on a monthly base management fee and a calculation for the incentive fee, with reimbursement for approved operating expenses at the parking facility. This second amendment requires additional funding to pay for anticipated operating expenses and to compensate Chesapeake Parking Associates during the extended term upon the original compensation structure.

This second amendment is a 13-month extension of the original agreement and will allow the Parking Authority to finalize the process of awarding a longer term agreement for the operation and management of a group of facilities that includes the Lexington Street Garage, Baltimore Street Garage, and Water Street Garage. The contracts for the Baltimore and Water Street garages will terminate on December 31, 2014.

The Parking Authority has been working toward awarding longer term agreements for groups of facilities to management firms, and has recently awarded two groups of facilities with approval from the Board.

AGENDA

BOARD OF ESTIMATES

11/27/2013

PABC - cont'd

Chesapeake Parking Associates has provided quality management services, and the PABC believes that maintaining Chesapeake Parking Associates as the operator of the Garage for the period of this extension will be beneficial to the City.

MBE/WBE PARTICIPATION:

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

MBE: Tote-It, Inc.	\$ 3,210.00	
MBE Participation in 2011-2012	<u>11,380.00</u>	
	\$14,590.00	13%
WBE: Sue Ann's Office Supply, Inc.	\$ 1,585.00	
Sign Solutions, Inc d/b/a Sign-A-Rama	1,320.00	
Fitch Dustdown Co., Inc.	1,560.00	
WBE Participation in 2011-2012	<u>5,139.00</u>	
	\$ 9,604.00	9%

Per the contracting agency, the contractor has shown good faith efforts. The MBE goal was not met due to constraints placed by budget cuts.

MWBOO FOUND THE VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

(The Second Amendment to Parking Facility Operations and Management Agreement has been approved by the Law Department as to form and legal sufficiency.)

TRANSFERS OF FUNDS

* * * * *

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

11 - 12

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$500,000.00	9910-906993-9600	9910-909460-9601
23 rd EDF	Constr. Reserve	Inner Harbor
	Inner Harbor Area	
300,000.00	9910-920994-9600	" "
23 rd EDF	Constr. Reserve	
	Citywide Industrial	
	Development	
<u>\$800,000.00</u>		

The Maryland Department of the Environment (MDE) investigation during the fall of 2012 on fuel tanks at the Inner Harbor Marina revealed a leak in the supply lines. This transfer will provide funds to undertake the necessary repairs to make the system operational and conform to all applicable MDE and Environmental Protection Agency regulations. The Department of General Services is facilitating the repairs for this endeavor.

Department of General Services (DGS)

2. \$ 30,000.00	9916-904845-9194	9916-903948-9197
3 rd Public	Capital Constr.	4601 E. Monument
Bldg. Loan	& Maintenance -	Street Building
	Reserve	Renovations -
		Active
50,000.00	" "	" "
5 th Public		
Bldg. Loan		
<u>\$ 80,000.00</u>		

The homeless shelter overflow building at 4601 E. Monument Street cannot function without a sewer-line connection to the Baltimore City Sanitary Sewer System. This transfer will provide funds to DGS to replace a collapsed sewer line serving the building which will be used as a homeless shelter. The funds will also provide for all associated in-house costs.

AGENDA

BOARD OF ESTIMATES

11/27/2013

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DGS - cont'd</u>		
3. \$ 80,000.00	9916-915034-9194	9916-903234-9197
6 th Public	Cylburn Mansion -	Cylburn Mansion -
Bldg. Loan	Reserve	Active

The boiler system which heats the building has failed and needs to be replaced in order for the building to be heated during the winter season. This transfer will provide funds to DGS to replace the failed boiler with a new one, including all necessary apparatuses and all associated in-house costs so that the building will have heat for the winter.

Department of Housing and Community Development

4. \$ 659,000.00	9910-913996-9587	
31 st Comm.	Stabilize City-	
Dev. Bonds	Owned Property	
78,832.85	9910-907174-9588	
General Fund	Land Resources -	
	Blight	
20,676.00	9910-902996-9587	
UDAG Repay-	Stabilization Program	
ment Funds		
\$ 758,508.85	-----	9910-911158-9588
		Stabilization

This transfer will provide funds for the Department's Stabilization Program for fiscal year 2014. The funds will be used to stabilize City-owned properties slated for disposition to preserve structural integrity and/or historical value, to avoid potential full/partial collapse and to mitigate damage to adjacent property.

AGENDA

BOARD OF ESTIMATES

11/27/2013

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD - cont'd</u>		
5. \$ 17,747.36	9910-902981-9587	
28 th Comm.	Acquisition/Relo-	
Dev. Bonds	cation - Reserve	
483,000.00	" "	
30 th Comm.		
Dev. Bonds		
500,000.00	9910-905911-9587	
29 th Comm.	Acquisition Fund	
Dev. Bonds		
<u>\$1,000,747.36</u>	-----	9910-908044-9588
		Acquisition &
		Relocation

This transfer will provide funds for the Department's Citywide acquisition and relocations for fiscal year 2014.

6. \$ 49,096.00	9993-908982-9587	9993-913983-9593
38 th Comm.	Planned Demolition	Demolition
Dev. Block		CDBG FY 13
Grant		

This transfer will provide community development block grant funds for the Department's demolition program.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Office of the State's Attorney - Grant Award
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the grant award renewal from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$35,469.00 - 4000-400314-1150-715200-601001

BACKGROUND/EXPLANATION:

Under the terms of this grant award entitled, Domestic Violence Advocacy Prosecution and Support, the funds will provide salary support for crisis counseling, safety planning, danger assessment, and ongoing support to victims of domestic violence who appear in the City's Circuit and District Courts. The grant award will also provide funds for forensically appropriate interviews and trial preparations to children who have witnessed and testify in domestic violence homicides and near homicides.

This grant award is late because the SAO recently received notification of the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Office of the State's Attorney - Grant Award
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a grant award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$84,500.00 - 5000-505914-1150-117900-601001

BACKGROUND/EXPLANATION:

Under the terms of this grant award entitled, Prosecution Stat, the funds will provide the salary of one full-time Analyst. The Analyst will work to evaluate case outcomes in order to improve them and provide the SAO leadership with enhanced information with which to make policy decisions.

This grant award is late because the SAO recently received notification of the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Office of the State's Attorney - Intergovernmental Agreement
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an intergovernmental agreement with the Maryland Department of Juvenile Services. The period of the agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$430,500.00 - 5000-504714-1150-118300-601001

BACKGROUND/EXPLANATION:

This intergovernmental agreement will fund the Immediate Charging Project which allows the SAO to expedite the charging process at the Baltimore City Juvenile Justice Center. The primary goal is to reduce the case processing time between arrest and final disposition for Baltimore City youth. The funding from the grant covers the salary of three full-time attorneys, two part-time attorneys, and one full-time law clerk.

This intergovernmental agreement is late because the SAO recently received notification of the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Office of the State's Attorney - Memorandum of Understanding
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Department of Public Safety and Correctional Services (DPSCS). The period of the agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$194,500.00 - 4000-403714-1150-118100-601001

BACKGROUND/EXPLANATION:

Under the terms of this MOU, the DPSCS will reimburse the SAO for the salary and benefits of three Assistant State's Attorneys that will work as prosecutors in the Baltimore City Drug Treatment Court Initiative.

This MOU is late because the SAO recently received notification of the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Office of the State's Attorney - Grant Award Agreement
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the Governor's Office of Crime Control and Prevention (GOCCP). The period of the agreement is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$169,575.00 - 4000-402314-1156-117900-601001

BACKGROUND/EXPLANATION:

Under the terms of this grant award entitled, the Family Bereavement Center, the funds will be used to address the needs of homicide survivors. The program assists with grief and loss and provides grief counseling to family members. The program also provides a variety of services and liaisons, service providers, and criminal justice agencies.

This grant award agreement is late because the SAO recently received notification of the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Office of the State's Attorney - Grant Award Agreement
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the Governor's Office of Crime Control and Prevention. The period of the agreement is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$36,337.00 - 4000-405714-1150-118300-601001

BACKGROUND/EXPLANATION:

Under the terms of this grant award entitled, Juvenile Courts Victim Specialist, the funds will be used to provide salary support for a Victim Specialist.

The SAO Juvenile Courts Division tries all juveniles charged with committing delinquent acts in the Baltimore City Juvenile Court. The Victim Specialist maintains victim case files, assists with victim notification forms and impact statements, interpreters, accompaniment to court, restitution forms, and the return of seized property.

This grant award agreement is late because the SAO recently received notification of the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Health Department - Revised Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the revised notice of award (NoA) and comprehensive agreements with the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Birth Defects and Developmental Disabilities for the project entitled "Alcohol-Exposed Pregnancy Intervention." The revised NOA extends the grant through September 29, 2014.

AMOUNT OF MONEY AND SOURCE:

There are no additional funds involved.

BACKGROUND/EXPLANATION:

On August 15, 2012, the Board approved the initial Cooperative Grant Agreement in the amount of \$313,506.00, for the period September 30, 2012 through September 29, 2013.

The revised NoA is a no-cost extension which extends the budget and project period end date to September 29, 2014, to allow the Department time to complete the project.

The revised NoA is presented at this time because it was recently submitted to the Department.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THIS TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Health Department - Final FY 13 Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the Final FY 13 Notification of Grant Award (NGA) from the State of Maryland Department of Aging (MDoA) for the Nutrition Service Incentive Program (NSIP). The period of the grant was October 1, 2012 through September 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$1,211.00 - 6000-633513-3254-316200-404001

BACKGROUND/EXPLANATION:

The initial NGA for NSIP FY 13 was approved on August 24, 2013 in the amount of \$161,842.00 and revised on September 11, 2013 to the amount of \$292,453.00.

This increase in the amount of \$1,211.00 will make the final award amount \$293,664.00.

This final NGA is based on the FY 12 NSIP funding and reflects the Department's award based on actual FY 12 meal counts and the final FY 12 award notification.

This grant award is being presented at this time because it was recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

(The final FY 13 notice of award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/27/2013

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2013 through June 30, 2014, unless otherwise indicated.

1. **SISTERS TOGETHER AND REACHING, INC. \$25,000.00**
(STAR)

Account: 4000-494414-3030-295900-603051

The organization will recruit, organize, facilitate and evaluate youth groups for the *Making Proud Choices!* curriculum. STAR will also assist in organizing parent groups for the Plain Talk curriculum.

The agreement is late because it was just returned from the provider.

2. **HOPESPRINGS, INC. \$50,000.00**

Account: 4000-499013-3023-513200-603051

HopeSprings, Inc. is an organization developing networks of faith communities in the Baltimore region to train congregants as volunteers in order to build human resource capacity with HIV service provider organizations, reduce the spread of HIV and its stigma, and provide hope and healing to individuals who are impacted with HIV/AIDS. The period of the agreement is July 1, 2013 through December 31, 2013.

The agreement is late because of delays in receipt of the required documentation in appropriate detail, format and precision.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Health Dept. - cont'd

3. **KOINONIA BAPTIST CHURCH, INC.** **\$15,000.00**

Account: 5000-530314-3041-605800-603051

Koinonia Baptist Church, Inc. will work with the Office of Chronic Disease Prevention to provide a faith-based education initiative that aims to prevent initiation and use of tobacco products among all age groups. The organization will work to prevent youth from having access to purchase tobacco products illegally through effectively monitoring retail merchants that sell tobacco products and conduct 750 retail merchant compliance checks to ensure that they are following all laws regulating the sale of tobacco products to youth and product placement.

The agreement is late because it was requested late in the fiscal year and it was just recently returned to the Department.

4. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$50,325.00**

Account: 4000-424514-3023-599621-603051

In order to facilitate the changes in the HIV service arena of the Baltimore Eligible Metropolitan Area, the growing and differing needs of clients, and the disproportionately greater needs of minorities who are infected, the organization has designed an outreach and education curriculum called Project ENGAGE.

The main function of Project ENGAGE is to impact the awareness and education of HIV infected individuals of minority communities, who may already be accessing some HIV services e.g. primary medical care, but tend to be unaware of the sheer number of services that they might be able to utilize.

The agreement is late because of a delay in receiving an acceptable budget and scope of services.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Health Dept. - cont'd

5. **ARBOR E & T, LLC, d/b/a** **\$596,015.00**
CARE RESOURCES

Accounts: 4000-428214-3080-294312-603051	\$429,763.00
4000-498914-3080-603003-603051	\$ 70,000.00
4000-427114-3080-294303-603051	\$ 96,252.00

The organization will provide the services of a Speech Language Therapist, a Physical Therapist, an Occupational Therapist, and a Special Instructor to staff the Baltimore Infants and Toddlers Eligibility Center.

The agreement is late because of budget revisions.

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

11/27/2013

Law Department - Settlement Agreement and Release

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

1. Wanda Ferguson, et al. v. Mayor and City Council of Baltimore, et al. \$45,000.00

Funds are available in account no. 2044-000000-1450-703800-603070.

2. Richard Imes v. Mayor and City Council of Baltimore, et al. \$80,000.00

Funds are available in account no. 2044-000000-1450-703800-603070.

The settlement agreements and releases have been approved by the Settlement Committee of the Law Department.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Fire and Police Employees' - Subscription Agreement
Retirement System (F&P)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a subscription agreement for investment in BPG Investment Partnership IX, L.P.

AMOUNT OF MONEY AND SOURCE:

\$25,000,000.00 - F & P Funds
\$ 375,000.00 - Annual Management fee

No general funds involved in this transaction.

BACKGROUND/EXPLANATION:

All funds and expenses will be expended from the Fire and Police Employees' Retirement System. BPG Properties, Ltd. will be managing approximately \$25,000,000.00 of Fire and Police Employees' Retirement System funds in BPG Investment Partnership IX, L.P., a real estate investment fund-of-funds.

The F&P Board of Trustees conducted a search for a real estate investment fund-of-funds vehicle in which to invest F&P's 2013 value-added real estate allocation and, as a result of that search, selected BPG Investment Partnership IX, L.P. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group.

MBE/WBE PARTICIPATION:

MWBOO waived MBE/WBE utilization requirements for this selected source, professional service contract.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Department of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 100 Saint Paul St.	100 St. Paul, LLC	Retain awning w/signage 15' x 1½'
Annual Charge: \$179.35		
2. 905 W. 36 th St.	Five & Dime, LLC	Retain mansard cornice w/six recessed lights, three spot reflectors
Annual Charge: \$578.40		
3. 3448 Belair Rd.	Felix Rodriguez	One awning w/signage 30' x 3½'
Annual Charge: \$290.80		

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 7 to STV, Inc., under Project No. 1135, On-Call Design Consultant Services for Federal Aid Projects for Bridges.

AMOUNT OF MONEY AND SOURCE:

\$87,346.44 - 9950-904097-9508-900010-703031

BACKGROUND/EXPLANATION:

The task assignment authorizes STV, Inc., to provide a value engineering study for Bridge No. BC-3212, which carries Harford Road over Herring Run. The review is a systematic process of review and analysis of a project during concept and design to provide recommendations that address how to reduce construction cost, improve functionality, improve efficiency, add value and quality, and reduce construction duration.

DBE PARTICIPATION:

The consultant will comply with Title 49, Code of Federal Regulations, Part 26 and the DBE goal established in the original agreement.

DBE: 25%

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$74,771.00	9950-904087-9509	
FED	Construction Reserve -	
18,693.00	Harford Rd. Bridge	
MVR	Over Herring Run	
\$93,464.00		

AGENDA

BOARD OF ESTIMATES

11/27/2013

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$93,464.00	-----	9950-904097-9508-3 Design & Study Harford Rd. Bridge Over Herring Run

This transfer will fund the cost associated with Task No. 7, Project No. 1135 for On-Call Design Consultant Services for Federal Aid Projects for Bridges.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Midtown Community Fund, Inc. (Association). The period of the MOU is effective upon Board approval for two (2) years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The purpose of the MOU is to establish a framework for the Association to install and maintain the planting of beds at West North Avenue and Park Avenue, all at its sole cost. The Association will subsequently perform ongoing maintenance of all aspects of the project during the term of the agreement.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Bureau of Water and Wastewater - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Leslie Foy for mileage for the months of July and August 2013.

AMOUNT OF MONEY AND SOURCE:

\$276.85 - July 2013
206.23 - August 2013
\$483.08 - 9960-905697-9557-900020-705050

BACKGROUND/EXPLANATION:

The original expense account submitted for Ms. Foy, for mileage for the months of July and August 2013, was returned for correction of inaccuracies in the data. The resubmitted request exceeded the 40-day limit for acceptance and approval.

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

11/27/2013

Bureau of Water and Wastewater - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement for R.E. Harrington Plumbing and Heating Company, Inc. for Water Contract No. 1212, Water Appurtenance Installations.

AMOUNT OF MONEY AND SOURCE:

\$176,684.95 - 9960-905697-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1212 was completed on April 26, 2013. R.E. Harrington Plumbing and Heating Company, Inc. was granted conditional acceptance of Water Contract 1212 on September 26, 2013. R.E. Harrington Plumbing and Heating Company, Inc. has requested a partial release of retainage in the amount of \$176,684.95. The City holds \$353,369.90 in retainage. The remaining \$176,684.95 is sufficient to protect the interests of the City.

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

11/27/2013

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Gannett Fleming, Inc. for Project W.C. 1219, Study and Design of Laboratory Facilities at Montebello Filtration Plant. The amendment no. 1 will extend the agreement through May 6, 2014 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On June 6, 2012, the Board approved the original agreement with Gannett Fleming, Inc. to provide design for Montebello Water Quality Laboratory for a period of 20-months through February 6, 2014.

During a project review meeting for the project, the design team was informed by Montebello Plant personnel of the discovery of a conduit that could affect the layout of the laboratory facility, due to its location. Plant operations went on to say that the conduit did not appear on any of the record drawings that they had in their possession.

As to not interrupt any Montebello Filtration Plant operations, additional time is needed to examine the conduit and the signals running through it. Therefore, the BW&WW is requesting the time extension through May 6, 2014 at no additional cost to the City. All other terms in conditions of the original agreement remain unchanged.

The Consultant was originally approved by the Office of Boards and Commissions and the Architectural and Awards Commission.

AGENDA

BOARD OF ESTIMATES

11/27/2013

BW&WW - cont'd

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the Minority and Women Business Programs, in accordance with Baltimore City Code, Article 5, Subtitle 28 established in the original agreement.

AUDITS NOTED THE TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Rummel, Klepper & Kahl, LLC (RKKL) for Project 1110R, On-Call Environmental Restoration and Design Services. The amendment no. 1 will extend the agreement through June 6, 2015, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On December 8, 2010, the Board approved the original agreement with the RKKL for Project 1110R, On-Call Environmental Restoration and Design Services for a three-year period or until the upset limit was reached, whichever occurred first.

The National Pollutant Discharge Elimination System Permit for stormwater requires the City to study watersheds and open channels, identify opportunities to reduce stormwater pollution using state of the art methods such as stream restoration (natural channel design), wetlands, stream day lighting, and green roofs, etc. The RKKL staff will provide engineering support for design, construction management, and project management. The proposed time extension will allow the following design projects to be completed during this time: Chinquapin Run Stream Restoration Project 1 and the Moores Run Stream Restoration Project 1.

AGENDA

BOARD OF ESTIMATES

11/27/2013

BW&WW - cont'd

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the Minority and Women Business Programs, in accordance with Baltimore City Code, Article 5, Subtitle 28 established in the original agreement.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Bureau of Water and - Amendment No. 2 to Agreement
Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with Patton Harris Rust & Associates (PHRA), for Project No. 1138P, On-Call Environmental Engineering Services. The amendment no. 2 will extend the agreement through January 12, 2015, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On January 12, 2011, the Board approved the original agreement with the PHRA for two years. The City wishes to exercise its option under the original agreement to extend the agreement for one additional year from January 12, 2014 through January 12, 2015 or until the upset limit is reached, whichever occurs first.

Amendment no. 2 is necessary because the schedule for some tasks will require time beyond the contract expiration date of January 12, 2014. All other terms in conditions of the agreement will remain unchanged.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the Minority and Women Business Programs, in accordance with Baltimore City Code, Article 5, Subtitle 28 established in the original agreement.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

(The amendment no. 2 to agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/27/2013

Police Department - Grant Award and Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a grant award and grant adjustment notice from the Governor's Office of Crime Control and Prevention. The grant award and grant adjustment is for the period October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$23,482.50 - 4000-474214-2024-212600-600000

BACKGROUND/EXPLANATION:

The grant entitled "Backlog Reduction" is intended to assist in the developing and implementing strategies specifically designed to increase efficiency in the Department's Crime Laboratory. The grant funds provide overtime to reduce the Firearms and Latent Print Unit's backlogs. The grant award in the amount of \$20,000.00 was received prior to the grant adjustment notice in the amount of \$3,482.50; making the total award \$23,482.50.

The grant award and grant adjustment notice are late because of delay in the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Police Department - Grant Awards and Subrecipient Agreement

The Board is requested to approve and authorize acceptance of the various grant awards and approve and authorize execution of a Subrecipient Agreement.

Grant Awards

1. **GOVERNOR'S OFFICE OF CRIME** **\$ 37,500.00**
CONTROL AND PREVENTION

Account: 4000-474514-2041-688000-600000

This grant award entitled "Crime Victim Advocate" will fund crisis counseling, safety planning, and resource identification to adult victims of domestic violence. The Victim Advocate will accompany victims to court to offer support throughout court proceedings. The grant is for the period November 1, 2013 through July 31, 2014.

2. **GOVERNOR'S OFFICE OF CRIME** **\$ 60,000.00**
CONTROL AND PREVENTION

Account: 4000-474314-2252-248100-600000

This grant entitled "Lethality Assessment" will give officers responding to domestic calls an additional tool to evaluate the potential danger that domestic violence victims are facing. Utilizing the tool, officers can connect victims with needed support and services. The grant funds provide salary support for a full-time Project Coordinator, a part-time Data Entry Assistant, equipment, and operating expenses. The grant is for the period October 1, 2013 through September 30, 2014.

3. **GOVERNOR'S OFFICE OF CRIME** **\$ 77,000.00**
CONTROL AND PREVENTION

Account: 4000-473514-2021-212600-600000

This grant entitled "Victim/Witness Liaison" will fund the salary of three domestic violence Victim/Witness Liaisons. The Victim/Witness Liaisons will perform a multitude of tasks that support the effort to reduce the incidences of domestic violence in Baltimore City. The grant is for the period October 1, 2013 through September 30, 2014.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Police Department - cont'd

Subrecipient Agreement

4. **MARYLAND EMERGENCY MANAGEMENT AGENCY (MEMA)** **\$1,730,425.40**

Account:	4000-474414-2023-212600-600000	\$119,500.00
	4000-474414-2023-212601-600000	\$200,000.00
	4000-474414-2023-212602-600000	\$500,000.00
	4000-474414-2023-212603-600000	\$ 35,000.00
	4000-474414-2023-212604-600000	\$350,000.00
	4000-474414-2023-212605-600000	\$ 24,000.00
	4000-474414-2023-212606-600000	\$159,550.40
	4000-474414-2023-212607-600000	\$ 16,375.00
	4000-474414-2023-212608-600000	\$ 12,000.00
	4000-474414-2023-212609-600000	\$210,000.00
	4000-474414-2023-212610-600000	\$ 52,750.00
	4000-474414-2023-212611-600000	\$ 42,250.00
	4000-474414-2023-212612-600000	\$ 9,000.00

This subrecipient agreement awards funds for the FY13 Urban Area Security Initiative (UASI) and is intended to facilitate and strengthen the nation and Maryland against risks associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery. The subrecipient agreement is for the period September 1, 2013 through June 30, 2015.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

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 Ms. Kaci Jackson, developer, for the sale of the City-owned property located at 1607 N. Broadway.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will involve the rehabilitation of the vacant property into a single-family home which the developer plans to use as her primary residence. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

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

The property located at 1607 N. Broadway is being sold for \$3,000.00. In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The Department determined the fair market value of the property to be \$7,250.00 using real estate data. This property is believed to be in worse condition than many of the comparable properties in the area.

The sale of this vacant property at a price below the price determined using the Waiver Valuation Process will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be re-occupied by a homeowner and returned to the tax rolls.

AGENDA

BOARD OF ESTIMATES

11/27/2013

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

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 Ms. Francine Sellman, developer, for the sale of the City-owned property located at 1623 N. Broadway.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will involve the rehabilitation of the vacant property into a single-family home which the developer plans to use as her primary residence. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

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

The property located at 1623 N. Broadway is being sold for \$5,000.00. In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The Department determined the fair market value of the property to be \$7,250.00 using real estate data. The sale of this vacant property at a price below the appraised value will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be re-occupied by a homeowner and returned to the tax rolls.

AGENDA

BOARD OF ESTIMATES

11/27/2013

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement between the Department of Housing and Community Development, the Department of Law, and St. Ambrose Housing Aid Center (St. Ambrose). The period of the grant agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 1001-000000-5822-408900-603051

BACKGROUND/EXPLANATION:

In July 2012, the City and Wells Fargo Bank NA agreed to settle a lawsuit alleging it engaged in predatory lending practices targeting minority homebuyers. The ensuing collaboration agreement provided the City with a total of \$7,500,000.00, in exchange for which the City dismissed its case.

The City offered \$1,000,000.00 of the settlement funds through a Request for Proposals to four nonprofits that are experienced in providing foreclosure prevention services and in redeveloping foreclosed upon properties.

St. Ambrose Housing Aid Center was one of the four nonprofits invited to submit a proposal and was subsequently awarded \$250,000.00 to establish a new model of foreclosure prevention and legal counseling. Under the new model, instead of waiting for a resident who is facing foreclosure to contact St. Ambrose for assistance, the staff will review monthly Notice of Intent to Foreclose filings in Baltimore City and identify prospective clients who reside in the 21218 zip code.

St. Ambrose's legal staff will also work with other community organizations to better market the organization's pro bono legal services and to make legal services more accessible to the City's low-income residents on a walk-in basis.

AGENDA

BOARD OF ESTIMATES

11/27/2013

DHCD - cont'd

The agreement will be jointly administered by the Departments of Law and Housing and Community Development. Under the terms of the agreement, St. Ambrose can request 20% of the total grant amount following approval by the Board and the balance of funds will be provided on a reimbursement basis.

MBE/WBE PARTICIPATION:

St. Ambrose has signed a Commitment to Comply with Article 5, Subtitle 28 of the Baltimore City Code (2007 Edition) of the Minority and Women's Business Enterprise Program of the City of Baltimore.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Department of Housing and - Community Development
Community Development Block Grant Agreements

The Board is requested to approve and authorize execution of the various Community Development Block grant agreements.

- 1. **COMPREHENSIVE HOUSING ASSISTANCE, INC. (CHAI)** **\$ 46,750.00**

Account: 2089-208914-5930-437191-603051

The CHAI will assist low and moderate-income households in purchasing a home for owner-occupancy by providing home buying education and counseling services. The CHAI will provide default and delinquency counseling to assist low and moderate-income existing homeowners with foreclosure prevention and in obtaining mortgage modifications. The agreement is for the period July 1, 2013 through June 30, 2014.

- 2. **DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION, INC. (DHCDC)** **\$313,680.00**

Accounts:	2089-208914-5930-430630-603051	\$ 35,500.00
	2089-208914-5930-430634-603051	\$ 32,000.00
	2089-208914-5930-430653-603051	\$ 50,000.00
	2089-208914-5930-430662-603051	\$ 60,470.00
	2089-208914-5930-430681-603051	\$ 27,000.00
	2089-208914-5930-430683-603051	\$ 38,000.00
	2089-208914-5930-430691-603051	\$ 70,710.00

The DHCDC will provide a variety of public and youth services and will rehab and construct housing for the improvement and betterment of available affordable housing. The funds will be used to subsidize the agency's operating costs. The agreement is for the period September 1, 2013 through August 31, 2014.

FOR FY 2010, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$27,140.00, AS FOLLOWS:

MBE: \$7,327.00
WBE: \$2,714.00

AGENDA

BOARD OF ESTIMATES

11/27/2013

DHCD - cont'd

3. **GARWYN OAKS/NORTHWEST HOUSING RESOURCE CENTER, INC.** **\$58,600.00**

Accounts: 2089-208914-5930-437781-603051 \$14,025.00
2089-208914-5930-437783-603051 \$ 7,685.00
2089-208914-5930-437791-603051 \$36,890.00

The organization operates a housing resource center and provides housing counseling and activities to attract and retain homeowners in the Garwyn Oaks area. The funds will be used to subsidize the organization's operating costs. The agreement is for the period August 1, 2013 through July 31, 2014.

MWBOO GRANTED A WAIVER.

4. **GREATER HOMEWOOD COMMUNITY CORPORATION** **\$48,930.00**

Account: 2089-208914-5930-427634-603051

The organization will use the funds to subsidize Greater Homewood's Adult Literacy and English for Speakers of Other Languages Program. The organization will provide intensive literacy instruction to approximately 650 adult residents in basic reading, writing, and math skills. The agreement is for the period July 1, 2013 through June 30, 2014.

On June 26, 2013, 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 2013 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnerships (HOME)
3. Emergency Solutions Grant (ESG)
4. Housing Opportunities for Persons with AIDS (HOPWA)

AGENDA

BOARD OF ESTIMATES

11/27/2013

DHCD - cont'd

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2013 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

PERSONNEL MATTERS

* * * * *

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

51 - 67

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

PERSONNEL

Health Department

1. **MATTIE SHIVERS** \$ 8.16 \$ 6,821.76

Account: 4000-432914-3024-268400-601009

Ms. Shivers will work as a Contract Services Specialist II (Food Service Manager). Her duties will include but not be limited to: ensuring the receipt and storage of food products; ensuring that meals are served; ensuring that the serving area and equipment is kept clean and sanitary; preparing and maintaining paperwork, meal counts, collecting funds, ordering supplies; preparing daily reports via the Touch Screen System and supervising food service aids. The period of the agreement is December 01, 2013 through September 30, 2014.

2. **ERIN WILSON** \$15.00 \$13,500.00

Account: 4000-494414-3030-279200-601009

Ms. Wilson will work as a Contract Service Specialist II (Youth Development Aide). She will be responsible for conducting presentations to educate and inform youth and adults; providing homework assistance; tutorial college preparation assistance and serving as a health education resource person. The period of the agreement is December 01, 2013 through June 30, 2014.

3. **UPRENIA WILLIS** \$12.00 \$13,500.00

Account: 5000-536014-3044-273300-601009

Ms. Willis will work as a Contract Service Specialist II (Maryland Access Point Program Liaison). She will be responsible for maintaining and updating information for the Maryland Access Point Program (MAP) resources directory; performing data entry tasks related to MAP client input and tracking; providing backup support in the MAP's Call Center and front desk reception area and follow-up; preparing outreach materials for MAP events and managing office supplies and mailing distribution. The period of the agreement is effective upon Board approval through June 30, 2014.

AGENDA

BOARD OF ESTIMATES

11/27/2013

PERSONNEL

Circuit Court for Baltimore City

4. **JOHN F. SHETTLE, III** \$32.40 **\$58,968.00**

Account: 5000-544414-1100-117001-601009

Mr. Shettle will continue to work as an Assistant Counsel for the Civil Division. He will be responsible for reviewing motions and making recommendations in a wide variety of civil non-domestic cases; performing legal research; drafting opinions and orders, etc. The period of the agreement is November 27, 2013 through November 26, 2014.

Law Department

5. **BRIANNE E. PAUGH** \$27.00 **\$47,250.00**

Account: 2036-000000-1752-175200-601009

Ms. Paugh will work as a Special Assistant Solicitor. Her duties will include, but are not limited to: assisting and advising City agencies on responses to subpoenas and public information requests; providing training in advising and responding to public information requests; handling guardianship matters for the Health Department and assisting in litigation involving the City. The agreement is effective upon Board the later of approval or admission to the Maryland Bar for one year.

Department of General Services

6. **MAHWISH MATIH** \$18.00 **\$35,000.00**

Account: 1001-000000-1981-718100-601009

Ms. Matih will work as a Contract Services Specialist II (Archibus Analyst). Her duties will include, but are not limited to: assisting with deployment operations of Archibus for Building Operation, Project Management and Real Estate; reconciling, preparing, and cleaning data and providing analysis and reporting. Ms. Matih duties will also include preparing reports, customizing views in the system; providing support for training, creating user documentation and assisting with presentation and data display. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

11/27/2013

PERSONNEL

DGS - cont'd

7. **MICHELLE RAU** \$18.00 **\$35,000.00**

Account: 1001-000000-1981-718100-601009

Ms. Rau will work as a Contract Services Specialist II (Planning Analyst). Her duties will include, but are not limited to: completing and maintaining the FMS database; collecting data and providing analysis to maximize the DGS's occupancy efficiencies and cost savings; implementing strategy for prioritizing Capital Expenditures, and assisting with presentations and data display. The period of the agreement is effective upon Board approval for one year.

8. **SAGIRAH PALMER** \$18.00 **\$35,000.00**

Account: 1001-000000-1981-718100-601009

Ms. Palmer will work as a Contract Services Specialist II (Archibus CADD/Architect). Her duties will include, but are not limited to: creating, correcting and converting architectural drawings to CADD drawings; uploading to an maintaining CADD drawings to Archibus; and assisting in spearheading the Archibus Space Management module effort. Ms. Palmer's duties will also include conducting project field inspections of building sites, materials, landscaping, and methods of construction to monitor and ensure the proper implementation of project plans and specifications; as well as, assisting with data cleaning and reconciling efforts related to Archibus. The period of the agreement is effective upon Board approval for one year.

Department of Human Resources

9. **JEFFREY G. COMEN** \$200.00 for **\$ 7,000.00**
the first session,
\$170.00 for each
succeeding session
\$325.00 for each
written report

Account: 1001-000000-1603-172500-603026

AGENDA

BOARD OF ESTIMATES

11/27/2013

PERSONNEL

Dept. of Human Resources - cont'd

Mr. Comen will continue to work as a Hearing Officer. The Baltimore City Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after completion of the probationary period. The Hearing Officer presides over this investigation and submits a recommendation to the Civil Service Commissioners for approval. The cost incurred for each hearing will be charged to the appellant's agency. The period of the agreement is effective upon Board approval for one year.

10. Adjust the hourly rates for the following classifications:

<u>Job Code</u>	<u>Class Title</u>	<u>Grade</u>		<u>Hiring Level</u>	<u>Full Performance</u>	<u>Experienced Level</u>	<u>Senior Level</u>
10220	Crossing Guard	31	From:	\$10.33	\$10.47	\$11.11	\$11.28
			To:	\$10.54	\$10.68	\$11.33	\$11.51
10221	School Health Aide	32	From:	\$13.64	\$13.89	\$14.55	N/A
			To:	\$13.91	\$14.17	\$14.84	N/A
10222	Medical Office Assistant	33	From:	\$14.82	\$15.19	\$16.81	\$17.07
			To:	\$15.12	\$15.49	\$17.15	\$17.41
10223	Licensed Practical Nurse	34	From:	\$17.45	\$18.07	\$19.92	N/A
			To:	\$17.80	\$18.43	\$20.32	N/A
10224	Community Health Nurse I	35	From:	\$25.18	\$28.34	\$29.05	\$29.77
			To:	\$25.68	\$28.91	\$29.63	\$30.37
10225	Community Health Nurse II	36	From:	\$29.65	\$32.41	\$33.22	\$34.05
			To:	\$30.24	\$33.06	\$33.88	\$34.73
10226	Nurse Practitioner	37	From:	\$34.63	\$37.71	\$38.66	\$39.62
			To:	\$35.32	\$38.46	\$39.43	\$40.41

Costs: \$0.00 - All such positions are currently vacant; they will only be filled during the summer months, as needed.

The Department of Human Resources is requesting an increase to the hourly rates for the above classifications that are used for positions that perform work during the summer. As summer work is considered temporary work, these classifications do not have

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Department of Human Resources

union representation, nor do they receive benefits. This proposed increase will maintain the pay parity of these temporary classes with their counterparts in the City that received a 2% salary adjustment, effective July 1, 2013.

11. Create the following position:

33213 - Office Assistant III
Grade: 078 (\$28,517.00 - \$32,886.00)
Job No.: to be assigned by BBMR

This is a position of trust as outlined in AM 237-1.

Cost: \$49,453.00 - 1001-000000-1604-172500-601001

12. Create the following position:

10083 - Executive Assistant
Grade: 115 (\$52,000.00 - \$73,600.00)
Job No. to be assigned by BBMR

This is a position of trust as outlined in AM 237-1.

Cost: \$77,829.00 - 1001-000000-1601-172500-601001

13. Adjust the salary of the following classifications, effective January 1, 2014.

00100 - Mayor

From: Grade 88E (\$159,380.00)

To: Grade 88E (\$163,365.00)

01165 - President City Council

From: Grade 87E (\$105,535.00)

To: Grade 87E (\$108,173.00)

00740 - Comptroller

From: Grade 87E (\$105,535.00)

To: Grade 87E (\$108,173.00)

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Department of Human Resources - cont'd

01167 - Vice President City Council

From: Grade 83E (\$67,844.00)

To: Grade 83E (\$69,540.00)

01166 - Council Member

From: Grade 81E (\$61,383.00)

To: Grade 81E (\$62,918.00)

Costs: \$ 3,985.00 - 1001-000000-1250-152800-601001
2,638.00 - 1001-000000-1000-104800-601001
2,638.00 - 1001-000000-1300-157300-601001
1,696.00 - 1001-000000-1000-107200-601001
1,535.00 - 1001-000000-1000-106300-601001
1,535.00 - 1001-000000-1000-106400-601001
1,535.00 - 1001-000000-1000-106500-601001
1,535.00 - 1001-000000-1000-106600-601001
1,535.00 - 1001-000000-1000-106700-601001
1,535.00 - 1001-000000-1000-106800-601001
1,535.00 - 1001-000000-1000-106900-601001
1,535.00 - 1001-000000-1000-107000-601001
1,535.00 - 1001-000000-1000-107100-601001
1,535.00 - 1001-000000-1000-107300-601001
1,535.00 - 1001-000000-1000-107400-601001
1,535.00 - 1001-000000-1000-107500-601001
1,535.00 - 1001-000000-1000-107600-601001

\$30,912.00

Council Bill 04-0007 established the Compensation Commission for Elected Officials. The Commission's recommendation concerning the compensation of elected officials was codified in Council Bill 07-0612. This Bill passed the Baltimore City Council on December 2007 and authorizes pay increases for the Mayor, President of City Council, Comptroller, Vice President City Council and Council members. The terms of the legislation stipulate

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PERSONNEL

Dept. of Human Resources - cont'd

that elected officials are entitled to receive an annual salary increase equal to 2.5% of their respective salaries only if at least one of the following employee groups, i.e. AFSCME, CUB, FOP, IAFF or MAPS receive an increase in the compensation during the fiscal year that began the preceding July. AFSCME, CUB, IAFF and MAPS received 2% cost of living adjustments, effective July 1, 2013. Therefore, the Board of Estimates is requested to **NOTE** that the adjustments of the above classes are in compliance with the law. Although not required by City Council Bill 07-0612, the Department of Human Resources in an effort to be fully transparent has presented the salary increases to the Board of Estimates.

Department of Public Works

14. Create the following two positions:

54432 - Heavy Equipment Operator II
Grade: 433 (\$34,725.00 - \$39,026.00)
Job No.: to be assigned by BBMR

Cost: \$111,400.00 - 1001-000000-5161-389800-601001

Department of Planning

15. a. Reclassify the following two positions:

Job No. 4711-35637

From: 33715 - Real Estate Agent Supervisor
Grade: 116 (\$55,000.00 - \$77,500.00)

To: 74139 - City Planner Supervisor
Grade: 117 (\$57,100.00 - \$81,000.00)

b. Job No. 4711-48029

From: 10063 - Special Assistant
Grade: 089 (\$41,351.00 - \$50,206.00)

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BOARD OF ESTIMATES

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Dept. of Planning - cont'd

To: 00724 - Management Support Tech
Grade: 111 (\$42,500.00 - \$61,700.00)

These positions are considered Positions of Trust as outlined in AM 237-1.

Costs: \$12,914.00 - 1001-000000-1873-187400-601001
3,923.00 - 1001-000000-1877-187400-601001
\$16,837.00

Department of Audits

16. Adjust the salaries for the following classifications:

Classification	Job Code	Current Grade/ Salary Range	Proposed Grade/ Salary Range
Auditor II	34111	113/\$47,600-\$66,800	940/\$49,900-\$68,300
Auditor II (CPA)	34121	114/\$49,600-\$70,000	943/\$52,200-\$81,200
Auditor III	34112	116/\$55,000-\$77,500	941/\$50,400-\$86,500
Auditor III (CPA)	34122	117/\$57,100-\$81,000	952/\$64,000-\$92,700
Auditor Supervisor	34115	120/\$66,100-\$92,900	946/\$55,000-\$95,700
Auditor Supervisor (CPA)	34125	121/\$69,900-\$97,600	948/56,300-\$101,200

Cost: (\$3,600.00) - 1001-000000-1310-157800-601001

The Department of Human Resources has completed a study of the Comptroller's request to adjust the salaries of the above referenced classifications as shown. Based on salary data obtained for such classifications, it was determined that they warrant an upgrade to the requested salary grades. Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed action.

Office of the Comptroller

17. Reclassify the following position:

Job No. 1300-10114

From: 10068 - B/E Technician II
Grade 090 (\$43,112.00 - \$52,398.00)

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Office of the Comptroller - cont'd

To: 00180 - Administrative Assistant
Grade 941 (\$50,000.00 - \$86,500.00)

This position is to be considered a Position of Trust as outlined in AM 237-1.

Costs: \$2,221.00 - 1001-000000-1300-157400-601001

Fire Department

18. Reclassify the following positions:

FROM:

TO:

Classification: Firefighter Suppression
Class Code: 41211
Grade: 334 (\$34,332 - \$55,658)
Job Number: 2101-13230

Classification: Firefighter
Class Code: 41215
Grade: 320 (\$34,332 - \$55,658)

Classification: Battalion Fire Chief Suppression
Class Code: 41214
Grade: 344 (\$66,755 - \$83,402)
Job Number: 2101-12624

Classification: Battalion Fire Chief
Class Code: 41236
Grade: 343 (\$66,755 - \$83,402)

Classification: Staff Aide to the Fire Chief
Class Code: 10206
Grade: 341 (\$58,640 - \$72,329)
Job Numbers: 2101-13899; 2101-12570

Classification: Staff Aide to the Fire Chief
Class Code: 10206
Grade: 342 (\$58,640 - \$72,329)

Classification: Firefighter/Paramedic Suppression
Class Code: 41210
Grade: 312 (\$35,851 - \$57,216)
Job Number: 2101-13411
Job Number: 2101-13396
Job Number: 2142-13619
Job Number: 2142-13380
Job Number: 2142-13748

Classification: Firefighter/Paramedic
Class Code: 41207
Grade: 315 (\$35,851 - \$57,216)

Classification: Battalion Fire Chief Suppression
Class Code: 41214
Grade: 344 (\$66,755 - \$83,402)
Job Number: 2101-12614

Classification: Battalion Fire Chief
Class Code: 41236
Grade: 343 (\$66,755 - \$83,402)

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PERSONNEL

Fire Department - cont'd

FROM:

TO:

Classification: Senior Fire Operations Aide
Class Code: 41228
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2101-33977

Classification: Senior Fire Operations Aide
Class Code: 41228
Grade: 340 (\$52,315 - \$63,834)

Classification: Fire Operations Aide Suppression
Class Code: 41229
Grade: 336 (\$36,710 - \$59,041)
Job Number: 2101-13850

Classification: Fire Operations Aide
Class Code: 41217
Grade: 322 (\$36,710 - \$59,041)

Classification: Fire Captain Suppression ALS
Class Code: 41279
Grade: 378 (\$60,158 - \$73,886)
Job Number: 2112-12588

Classification: Fire Captain ALS
Class Code: 41239
Grade: 372 (\$60,158 - \$73,886)

Classification: Fire Lieutenant Suppression ALS
Class Code: 41278
Grade: 374 (\$53,833 - \$65,391)
Job Number: 2112-12590

Classification: Fire Lieutenant ALS
Class Code: 41249
Grade: 373 (\$53,833 - \$65,391)

Classification: Fire Respiratory Apparatus
Officer
Class Code: 41284
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2112-47237

Classification: Fire Respiratory Apparatus
Officer
Class Code: 41284
Grade: 340 (\$52,315 - \$63,834)

Classification: Firefighter Suppression
Class Code: 41211
Grade: 334 (\$34,332 - \$55,658)
Job Number: 2142-13366

Classification: Firefighter
Class Code: 41215
Grade: 320 (\$34,332 - \$55,658)

Classification: Fire Safety & Health Officer
Class Code: 41290
Grade: 344 (\$66,755 - \$83,402)
Job Number: 2121-12568

Classification: Fire Safety & Health Officer
Class Code: 41290
Grade: 343 (\$66,755 - \$83,402)

Classification: Fire Lieutenant Suppression
Class Code: 41212
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2121-12834

Classification: Fire Lieutenant
Class Code: 41248
Grade: 340 (\$52,315 - \$63,834)

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PERSONNEL

Fire Department - cont'd

FROM:

TO:

Classification: Fire Emergency Vehicle
Driver Suppression
Class Code: 41297
Grade: 324 (\$35,223 - \$56,925)
Job Number: 2121-13137

Classification: Fire Emergency Vehicle
Driver
Class Code: 41208
Grade: 318 (\$35,223 - \$56,925)

Classification: Senior Fire Operations Aide
Class Code: 41228
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2121-13146

Classification: Senior Fire Operations Aide
Class Code: 41228
Grade: 340 (\$52,315 - \$63,834)

Classification: Fire Captain Suppression ALS
Class Code: 41279
Grade: 378 (\$60,158 - \$73,886)
Job Number: 2121-12685

Classification: Fire Captain ALS
Class Code: 41239
Grade: 372 (\$60,158 - \$73,886)

Classification: Fire Lieutenant OEM Suppression
Class Code: 41271
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2131-13123

Classification: Fire Lieutenant OEM
Class Code: 41271
Grade: 340 (\$52,315 - \$63,834)

Classification: Fire Captain OEM Suppression
Class Code: 41272
Grade: 341 (\$58,640 - \$72,329)
Job Number: 2131-13911

Classification: Fire Captain OEM
Class Code: 41272
Grade: 342 (\$58,640 - \$73,329)

Classification: Fire Lieutenant Suppression ALS
Class Code: 41278
Grade: 374 (\$53,833 - \$65,391)
Job Number: 2131-12833

Classification: Fire Lieutenant ALS
Class Code: 41249
Grade: 373 (\$53,833 - \$65,391)

Classification: Fire Emergency Vehicle
Driver Suppression
Class Code: 41297
Grade: 324 (\$35,223 - \$56,925)
Job Number: 2131-13153

Classification: Fire Emergency Vehicle
Driver
Class Code: 41208
Grade: 318 (\$35,223 - \$56,925)

PERSONNEL

Fire Department - cont'd

FROM:

TO:

Classification: Fire Captain Suppression
Class Code: 41213
Grade: 341 (\$58,640 - \$72,329)
Job Number: 2132-12659

Classification: Fire Captain
Class Code: 41238
Grade: 342 (\$58,640 - \$73,329)

Classification: Fire Captain Investigation &
Prevention Services
Class Code: 41254
Grade: 341 (\$58,640 - \$72,329)
Job Number: 2132-13913
Job Number: 2132-34006
Job Number: 2132-32951

Classification: Fire Captain Investigation &
Prevention Services
Class Code: 41254
Grade: 342 (\$58,640 - \$73,329)

Classification: Fire Lieutenant Investigation &
Prevention Services
Class Code: 41221
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2132-12569
Job Number: 2132-12861
Job Number: 2132-13912

Classification: Fire Lieutenant Investigation
& Prevention Services
Class Code: 41221
Grade: 340 (\$52,315 - \$63,834)

Job Number: 2132-13914
Job Number: 2132-13915
Job Number: 2132-13917
Job Number: 2132-35180
Job Number: 2132-35181

Classification: Fire Captain Suppression
Class Code: 41213
Grade: 341 (\$58,640 - \$72,329)
Job Number: 2133-13931
Job Number: 2133-13932
Job Number: 2133-13933
Job Number: 2133-13934
Job Number: 2133-13936

Classification: Fire Captain
Class Code: 41238
Grade: 342 (\$58,640 - \$73,329)

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PERSONNEL

Fire Department - cont'd

FROM:

TO:

Classification: Fire Apparatus Officer
Class Code: 41293
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2412-13945

Classification: Fire Apparatus Officer
Class Code: 41293
Grade: 340 (\$52,315 - \$63,834)

Classification: Fire Lieutenant Suppression
Class Code: 41212
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2142-12853

Classification: Fire Lieutenant
Class Code: 41248
Grade: 340 (\$52,315 - \$63,834)

Classification: Fire Operations Aide Suppression
Class Code: 41229
Grade: 336 (\$36,710 - \$59,041)
Job Number: 2142-13505

Classification: Fire Operations Aide
Class Code: 41217
Grade: 322 (\$36,710 - \$59,041)

Classification: Fire Pump Operator Suppression
ALS
Class Code: 41273
Grade: 355 (\$36,991 - \$58,827)
Job Number: 2142-12592

Classification: Fire Pump Operator ALS
Class Code: 41219
Grade: 356 (\$36,991 - \$58,827)

Classification: Firefighter Suppression
Class Code: 41211
Grade: 334 (\$34,332 - \$55,658)
Job Number: 2142-12571

Classification: Firefighter
Class Code: 41215
Grade: 320 (\$34,332 - \$55,658)

Classification: Fire Dispatch Manager
Class Code: 41233
Grade: 344 (\$66,755 - \$83,402)
Job Number: 2151-13962

Classification: Fire Dispatch Manager
Class Code: 41233
Grade: 343 (\$66,755 - \$83,402)

Classification: Fire Dispatch Administrator
Class Code: 41205
Grade: 341 (\$58,640 - \$72,329)
Job Number: 2151-13963
Job Number: 2151-13964
Job Number: 2151-13965
Job Number: 2151-32952
Job Number: 2151-13966

Classification: Fire Dispatch Administrator
Class Code: 41205
Grade: 342 (\$58,640 - \$73,329)

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PERSONNEL

Fire Department - cont'd

FROM:

TO:

Classification: Fire Dispatch Supervisor
Class Code: 41204
Grade: 338 (\$52,315 - \$63,834)
Job Number: 2151-13967
Job Number: 2151-13968
Job Number: 2151-33390

Classification: Fire Dispatch Supervisor
Class Code: 41204
Grade: 340 (\$52,315 - \$63,834)

Classification: Firefighter/Paramedic Suppression
Class Code: 41210
Grade: 312 (\$35,851 - \$57,216)
Job Numbers: 3191-13181, 13183, 13191, 13209,
3191-13221, 13235, 13244, 13266,
3191-13278, 13290, 13302, 13309,
3191-13315, 13336, 13399, 13432,
3191-13449, 13461, 13470, 13487,
3191-13490, 13506, 13507, 13508,
3191-13513, 13521, 13545, 13596,
3191-13599, 13600, 13633, 13657,
3191-13681, 13685, 13698, 13713,
3191-13746, 13764, 13822, 13831,
3191-13836, 13856, 13870, 32770,
3191-32784, 45212, 45221, 45222,
3191-45224, 45237, 45299, 46182

Classification: Firefighter/Paramedic
Class Code: 41207
Grade: 315 (\$35,851 - \$57,216)

Classification: EMT Firefighter Suppression
Class Code: 41209
Grade: 311(\$34,829 - \$55,658)
Job Number: 3191-13542
Job Number: 3191-13691

Classification: EMT Firefighter
Class Code: 41206
Grade: 313 (\$34,829 - \$55,658)

There are no costs associated with this action.

These actions are needed in order to assist the Fire Department in implementing the new Memorandum of Understanding between the City and the Fire Unions, which provides for a new schedule and salary increases for Suppression personnel. The above positions

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Fire Department - cont'd

will not be entitled to receive compensation as other personnel assigned to Suppression. This action is to move them to the proper classifications, which were established in other personnel actions that were approved by the Board on September 25, 2013 (Project #BCFD 229-14). Therefore, the Department of Human Resources respectfully requests the Board's approval of the above-listed actions.

Department of Finance

19. Reclassify the following position:

Job No. 1411-49858

From: 90000 - New Position
Grade: 900 (\$1.00 - \$204,000.00)

To: 10140 - Principal Program Assessment Analyst
Grade: 122 (\$72,600.00 - \$102,700.00)

This position is to be considered a Position of Trust as outlined in AM 237-1.

Cost: \$104,960.00 - 1001-000000-1411-717900-601001

Mayor's Office of Information Technology

20. a. Abolish the following position:

Job No. 1512-18840

33212 - Office Assistant II
Grade: 75 (\$26,842.00 - \$30,511.00)

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PERSONNEL

Mayor's Office of Information Technology - cont'd

b. Reclassify the following position:

Job No. 1472-49934

From: 90000 - New Position
Grade: 900 (\$1.00 - \$204,000.00)

To: 10153 - IT Project Manager
Grade: 989 (\$74,300.00 - \$121,400.00)

This position is to be considered a Position of Trust as outlined in AM 237-1.

Costs: (\$13,167.00) - 1001-000000-1472-719900-601001

Department of Transportation

21. Abolish the following positions

a. Job No. 1952-20362

33111 - Data Entry Operator I
Grade: 075 (\$26,842.00 - \$30,511.00)

Job No. 5033-34187

52931 - Laborer
Grade: 482 (\$13.61 - \$28,662.00)

Job No. 2301-49273

10216 - Grant Services Specialist II
Grade: 919 (\$32,976.00 - \$52,308.00)

Job No. 2391-35755

42413 - Traffic Investigator III
Grade: 083 (\$32,961.00 - \$39,200.00)

b. Create the following four positions:

54432 - Heavy Equipment Operator II
Grade: 433 (\$34,725.00 - \$39,026.00)
Job Nos. to be assigned by BBMR

Costs: \$2,971.00 - 1001-000000-501169-4700-601001

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Department of Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
22. JAMES BENTON	\$14.44	\$17,325.00

Account: 1001-000000-5034-384500-601009

Mr. Benton, retiree will work as a Contract Services Specialist I, Special Field Survey Manager. His duties will include, but are not limited to directing the creation, maintenance and replacement of all horizontal and vertical survey control points, including triangulation, traverse and bench marks. He will manage the work of field survey parties engaged in field information necessary to the establishment of property and street lines and the preparation of maps, plats, deeds, condemnations and construction and grading project plans, specifications and estimates. The period of the agreement is effective upon Board approval for one-year.

Department of Public Works

23. Reclassify the following position:

From: 90000 - New Position
Grade: 900

To: 10210 - OIG Agent
Grade: 941

This position is a Position of Trust in accordance with AM 237-1.

Cost: 0.00 - Funding established in FY 2014 budget.

This DPW funded position will be reclassified as an OIG Agent and assigned to the Office of the Inspector General to work on all OIG cases pertaining to the Department of Public Works.

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | | |
|--|---------------------------------------|-------------|----------|
| 1. | K.L. LEMMON & SON
HAY & STRAW, LLC | \$32,850.00 | Only Bid |
| Solicitation No. B50003243 - Timothy Hay Bales - Police
Department - Req. No. R648221 | | | |

The period of the award is December 1, 2013 through November 30, 2014 with one 1-year renewal option.

- | | | | |
|---|-----------------------------|-------------|---------|
| 2. | AMERICAN DIVING SUPPLY, LLC | \$15,000.00 | Renewal |
| Solicitation No. B50002646 - Dive Rescue Maintenance Equipment
Contract - Fire Department - Req. No. R613813 | | | |

On November 19, 2012, the City Purchasing Agent approved the initial award in the amount of \$15,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$15,000.00 is for the period December 5, 2013 through December 4, 2014, with one 1-year renewal option remaining.

- | | | | |
|--|-------------------------------------|-------------|---------|
| 3. | ACCLARO RESEARCH
SOLUTIONS, INC. | \$25,623.20 | Low Bid |
| Solicitation No. 07000 - Tabletop Exercises for Emergency
Training - Fire Department - Req. No. R648813 | | | |

- | | | | |
|---|----------------------------------|-------------|---------|
| 4. | DUKE'S SALES AND SERVICE
INC. | \$10,000.00 | Renewal |
| Contract No. 08000 - Jet Power II Grease - Department of
Public Works, Bureau of Wastewater - P.O. No. P519036 | | | |

On January 9, 2012, the City Purchasing Agent approved the initial award in the amount of \$24,000.00. The award contained two 1-year renewal options. On October 31, 2012, the Board approved the first renewal in the amount of \$24,000.00. This final renewal is for the period January 11, 2014 through January 10, 2015.

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

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.

- | | | |
|---|--------------|-------------|
| 5. <u>LEICA GEOSYSTEMS, INC.</u> | \$238,738.00 | Sole Source |
| Solicitation No. 08000 - Leica ScanStation - Police Department - Req. No. R645371 | | |

Leica Geosystems, Inc. is the only available system with intergrated service and updates meeting the requirements of the Baltimore Police Department and is solely available through the factory authorized distributor. A Notice of Intent to Waive Competition (B50003249) was posted on CitiBuy and no responses were received.

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.

- | | | |
|---|--------------|-------------|
| 6. <u>GEIGER PUMP AND EQUIPMENT COMPANY</u> | \$250,000.00 | Sole Source |
| Solicitation No. 08000 - KSB OEM Pumps and Parts for KSB Submersible Pumps - Department of Public Works, Wastewater Division - Req. No. R647801 | | |

An Intent to Waiver Competition was advertised (B50003247) with no responses received. Geiger Pump and Equipment Company is the manufacturer of KSB Submersible Pumps and Parts and is their sole supplier.

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BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

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.

- | | | |
|--|--------------|----------|
| 7. <u>ACME AUTO LEASING, LLC</u> | \$467,532.00 | Increase |
| Contract No. B50001886 - Vehicle Leasing - Department - Various - P.O. No. P519341 | | |

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. The award contained two 2-year renewal options. On January 23, 2013, the Board approved a correction and increase in the amount of \$1,043,682.00. This increase in the amount of \$467,532.00 is for the continued transition from the monthly rental vehicle contract to this contract that provides three-year leased vehicles for the Police Department. This increase in the amount of \$467,532.00 will make the award amount \$1,883,232.00. The contract expires on January 24, 2015, with two 2-year renewal options.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|-----------------|
| 8. <u>THE PUBLIC GROUP, LLC</u> | \$400,000.00 | Revenue/Renewal |
| County of Fairfax Virginia Contract No. RQ10-124129-40A - On-Line Auction Services - Finance Department - P.O. No. P514346 | | |

On June 16, 2010, the Board approved the initial award. The award contained two 1-year renewal options. On January 30, 2013, the Board approved the first renewal. The estimated annual gross revenue is \$400,000.00 for on-line auction of City surplus. The City pays a 1.5% commission rate. This final renewal is for the period February 1, 2014 through January 31, 2015.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

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|---|--------------|---------|
| 9. GOVERNMENT JOBS.COM, INC.
d/b/a NEOGOV | \$152,600.00 | Renewal |
| Contract No. B50001787 from State of Oregon No. 107-1815-09 -
E-Recruitment Management Systems - Department of Human
Resources - Req. No. R648444 | | |

On January 19, 2011, the Board approved the initial award in the amount of \$198,100.00. The award contained four 1-year renewal options. On August 29, 2011, the City Purchasing Agent approved an increase in the amount of \$1,666.00. The first and second renewals have been approved. This third renewal in the amount of \$152,600.00 is for the period January 19, 2014 through January 18, 2015, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------------------------|
| 10. GALLAGHER BENEFIT SERVICES
INC., FOX LAWSON & ASSOCIATES
DIVISION | \$210,000.00 | Sole Source/
Agreement |
| Solicitation No. 08000 - Job Classification and Compensation
System - Department of Human Resources - Req. No. R646131 | | |

The Board is requested to approve and authorize execution of an agreement with Gallagher Benefit Services Inc., Fox Lawson & Associates Division. The period of the agreement is November 27, 2013 through June 30, 2015, with one 1-year renewal option.

The Department of Human Resources requires the contractor to assist in continuing the implementation of the Job Classification and Compensation System for the Managerial and Professional Society (MAPS). The contractor originally began the implementation of the system under Contract BP 07100, which was awarded by the Board on April 4, 2007, but was subsequently terminated by the City, due to budgetary constraints.

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BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

On November 6, 2013, a Notice of Intent to Waive Competition was posted on Citibuy with the requirements that vendors have licensing to utilize Decision Band Methodology in the implementation and on-going maintenance of the system. No responses to that Notice were received by the deadline of November 13, 2013. Pricing has been deemed fair and reasonable.

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

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

- | | | |
|---|--------------|----------|
| 11. KPMG, LLP | \$255,000.00 | Increase |
| Solicitation No. B50001847 - Audit Financial Statements for the City of Baltimore - Finance Department - P.O. No. P524709 | | |

On April 27, 2011, the Board approved the initial award in the amount of \$779,745.00. Subsequent increases have been approved. Due to unanticipated additional projects for completion of the Fiscal Year 2013 Financial Audit Statements an increase in the amount of \$255,000.00 is necessary. This increase in the amount of \$255,000.00 will make the award amount \$1,665,145.00. The contract expires on April 26, 2016, with no renewal options.

MWBOO SET GOALS OF 10% MBE AND 6% WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

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|-----|--|--------------|---------|
| 12. | CITIZEN PHARMACY SERVICES,
INC. | \$300,000.00 | Renewal |
| | Contract No. B50001659 - Pharmaceuticals for the Fire Department - Fire Department - P.O. No. 515473 | | |

On November 24, 2010, the Board approved the initial award in the amount of \$300,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$300,000.00 is for the period December 1, 2013 through November 30, 2014, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

- | | | | |
|-----|--|--------------|---------|
| 13. | REPUBLIC PARKING SYSTEM,
INC. | \$360,000.00 | Renewal |
| | Contract No. B50001251 - Meter Coin Collection Services - Department of Finance - Req. No. R649404 | | |

On December 9, 2009, the Board approved the initial award in the amount of \$705,600.00. The award contained eight 1-year renewal options. Subsequent renewals have been approved. This third renewal in the amount of \$360,000.00 is for the period February 1, 2014 through January 31, 2015, with five 1-year renewal options remaining.

- | | | | |
|-----|---|----------------|---------|
| 14. | USALCO, LLC | \$2,000,000.00 | Renewal |
| | Contract No. B50002185 - Aluminum Sulfate for Water Filtration Plants - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P518918 | | |

On December 7, 2011, the Board approved the initial award in the amount of \$2,000,000.00. The award contained four 1-year renewal options. On October 17, 2012, the Board approved the first renewal in the amount of \$2,000,000.00. This second

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BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

renewal in the amount of \$2,000,000.00 is for the period January 1, 2014 through December 31, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

15.	TRAFFIX DEVICES, INC.	\$ 50,000.00	Renewal
	Contract No. B50002749 - Construction Roll-up Signs - Department of Public Works, Department of Transportation - P.O. NO. P522403		

On January 9, 2013, the Board approved the initial award in the amount of \$40,666.50. The award contained two 1-year renewal options. On October 16, 2013, the City Purchasing Agent approved an increase in the amount of \$20,000.00. This first renewal in the amount of \$50,000.00 is for the period January 9, 2014 through January 8, 2015, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER

16.	MARYLAND INDUSTRIAL TRUCKS, INC.	\$200,000.00	Extension
	Solicitation No. 08000 - OEM Parts and Service for Elgin Sweepers and Vactor Sewer Vacs - Department of General Services - P.O. No. P505768		

On October 1, 2008, the Board approved the initial award. Subsequent actions including increases and the final renewal were approved. The agreement for the new contract is currently under review by the Law Department as to form and legal sufficiency. An extension is requested to allow time to fully execute the new agreement. The period of the extension is November 30, 2013 through January 31, 2014. This extension makes the total contract value \$7,100,000.00.

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BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

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.

17. SYMAGO, LLC	\$ 25,000.00	Extension
Solicitation No. B5000357 - Interactive Voice Recognition System - Department of Transportation - P.O. No. P504785		

On October 8, 2008, the Board approved the initial award. Subsequent actions were approved. Technical proposals for a new contract (B50003154) were opened by the Board on October 9, 2013 and are still under evaluation. An extension is requested to allow time to complete the evaluation of the proposals and to award to the new contract. The period of the extension is January 1, 2014 through June 30, 2014.

MWBOO DID NOT SET GOALS BECAUSE OF NO OPPORTUNITY TO SEGMENT THE CONTRACT.

18. CS STARS, LLC	\$511,650.00	Selected Source/ Agreement
Solicitation No. 06000 - Claims Administration System Updates and Support - Department of Finance - Req. No. R645185		

The Board is requested to approve and authorize execution of the agreement with CS Stars, LLC. The period of the agreement is December 1, 2013 through November 30, 2016, with two, 3-year renewal options.

Since 1996, the Office of Risk Management has used software from the vendor for a Claims Administration System including technical support and system administration services. The

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases - cont'd

system houses data related to workers' compensation, automobile liability, general liability and property claims for an extended time period after the claim has been resolved which needs to be carried forward to any new system as well as timely integration with the City's Third Party Claims Administrator.

A committee composed of members Finance, Law, Mayor's Office of Information Technology, Bureau of Purchases, and the Office of Risk Management determined, after evaluating several other solutions and doing extensive market research, that the new CS Stars, LLC web-based product provided the only reasonable solution. The City has a highly decentralized system, processes and procedures that are not conducive to other value systems that are based on a centralized system and which would require extensive modifications and even changes in City systems, processes, and procedures. The CS Stars system provides a consolidated claims database system with input from several agencies and will minimize the issues and cost of migrating years of historical data. The pricing has been deemed fair and reasonable.

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

19. NICUSA, INC.	\$10,914.81	
	<u>40,000.00</u>	Ratification, & Sole Source Contracts
	<u>\$50,914.81</u>	and Agreements

Solicitation No. 08000 - Maryland Motor Vehicle Administration Records, Department of Transportation - Req. No. R623401

The Board is requested to approve and authorize execution of the NICUSA Monthly Account Registration Terms of Service Agreement, the NICUSA Drivers License and Motor Vehicle Records Terms of Service Agreement and the Privacy Protection Policy. The period of the NICUSA Monthly Account Registration Terms of Service Agreement will renew automatically on the first day of the anniversary month unless NICUSA is notified in writing to the contrary. The period of the NICUSA Drivers License and Motor Vehicle Records Terms of Service Agreement is effective upon the Board approval until the occurrence of any of the following:

- a) MVA Agreement shall remain in full force and effect from the date of its acceptance by User as set forth in the preamble until the occurrence of any of the following:
 - i) upon sixty (60) days advance written notice by either party to terminate;
 - ii) material breach of any covenant;
 - iii) upon discovery by NICUSA or MVA that any information provided to User by NICUSA has been used or disclosed in violation of the Agreement; or
 - iv) termination of NICUSA's contract with the Maryland Department of Information Technology or the MVA.

Effective July 01, 2012, the State of Maryland subcontracted all access to Maryland Motor Vehicle Administration records to NICUSA, Inc. Various City agencies access these records for various purposes including compliance with Maryland State Law. During the period prior to this contract, the City has made multiple term awards to continue the service while negotiating with the State and NICUSA, Inc. The above amount is the City's estimated requirement. However, the vendor shall supply the City's entire requirement, be it more or less.

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BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

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

(The NICUSA Monthly Account Registration Terms of Service Agreement, the NICUSA Drivers License and Motor Vehicle Records Terms of Service Agreement, and the Privacy Protection Policy have been approved by the Law Department as to form and legal sufficiency.)

20. TIDEWATER PRODUCTS, INC.	\$500,000.00	Extension
Contract No. B50000873 - Polymeric Flocculants, GBT for the Back River Wastewater Treatment Plant - Department of Public Works, Bureau of Water and Wastewater - Req. No. P505943		

On December 24, 2008, the Board approved the initial award in the amount of \$758,835.00. Four renewals were approved by the Board. A new solicitation will be required at the end of the current contract, which will possibly result in contracting for a different polymer. Due to ongoing construction activities at the Gravity Belt Thickening Facility, a test trail, which is required to identify an appropriate polymer, would be difficult to conduct.

Therefore, a one year extension is requested. The vendor has confirmed to hold the current price for the extended period of March 1, 2014 through February 28, 2015. This extension will make the total contract amount \$4,658,835.00.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

11/27/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

21. MARTEL LABORATORIES

JDS, INC.	\$ 60,000.00	Extension
Contract No. B50000839 - Analytical Services for Wastewater Treatment Plants and Environmental Programs - Department of Public Works, Bureau of Water and Wastewater - Req. No. P505605		

On November 26, 2008, the Board approved the initial award in the amount of \$529,932.55. Subsequent actions have been approved. The extension will allow time to complete the solicitation process for a new contract. The period of the extension is December 2, 2013 through March 28, 2014.

22. ORACLE AMERICA,

INC.	\$116,682.02	Modification to Agreement
Solicitation No. 08000 - Oracle and Primavera Software License and Support Services - DPW, DOT, Police Dept., MOIT - Req. Nos. Various		

The Board is requested to approve and authorize execution of a modification to the agreement with Oracle America, Inc. The modification to the agreement is effective upon Board approval.

On May 11, 2011, the Board approved the initial award in the amount of \$1,500,000.00. The modification to the agreement will authorize expanding the number of available licenses, and expand the availability of services for software maintenance and technical support to the Department of Public Works and other agencies in the City. The amendment to the agreement, in the amount of \$116,682.02 will make the total contract amount \$1,616,682.02.

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

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

1. B50003055, Provide Xerox Corporation \$7,261,000.00
Copier Equipment

(Dept. of Public Works, Transportation, Health, etc.)

MBE: Neo Technologies, Inc. 2%

WBE: Realistic Computer, Inc. 1%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Mayor's Office of Human Services - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with Women Accepting Responsibility, Inc. (WAR). The period of the agreement is August 1, 2013 through July 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$49,307.50 - 4000-496213-3573-591447-603051

BACKGROUND/EXPLANATION:

WAR will provide supportive services and case management to four homeless families who are clients of WAR's rental assistance program.

The grant agreement is late because of delays at the administrative level.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

11/27/2013

Mayor's Office of Human Services (MHS) - Ratification of
Amendment No. 2

ACTION REQUESTED OF B/E:

The Board is requested to ratify amendment no. 2 to agreement with Municipal Information Systems, Inc. (MISI). The ratification extends the period of the agreement through December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$43,720.00 - 4000-496212-3571-591495-603051

BACKGROUND/EXPLANATION:

On October 10, 2012, the Board approved the original agreement with MISI. On June 5, 2013, the Board approved amendment no. 1 to the agreement. The MOHS is in the process of transferring the database run by the MISI to another vendor and have been delayed due to data migration issues.

The ratification will extend contract no. 35271 through December 31, 2013 and increase the contract amount by \$43,720.00 for a new agreement total amount of \$180,370.00. The additional funds will cover the costs during the extension.

The amendment no. 2 is late because of delays in negotiating the terms of the extension with the MISI.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The ratification of amendment no. 2 to agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/27/2013

Fire Department - Retroactive Pay

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize retroactive payment of wages for Mr. Vincent W. Bailey, Sr. for the period December 27, 2012 through September 28, 2013.

AMOUNT OF MONEY AND SOURCE:

\$40,909.45 - 1001-000000-2121-226400-601061

BACKGROUND/EXPLANATION:

Mr. Bailey was suspended without pay from December 27, 2012 through September 28, 2013. He was placed back on duty October 3, 2013. Mr. Bailey is entitled to all back wages during the suspension period. The back pay represents the amount of salary that he would have earned for the period December 27, 2012 through September 28, 2013.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

11/27/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Michelle Muhammad	Analytics Boot Camp Washington, DC Dec. 9 - 11, 2013 (Reg. Fee \$1,559.00)	Ryan White Part A	\$2,589.00

Mayor's Office Information Technology

2. Christopher D. Tonjes Jerome Mullen	Public CIO Technology Summit Carefree, AZ Dec. 8 - 10, 2013	General Fund	\$ 200.00
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The conference group will be covering airfare, hotel costs, and a light breakfast on the December 10, 2013. The Department is requesting \$40.00 for each representative to cover the cost of meals not covered by the conference group.

Office of the President

3. Nicholas Mosby	NBCSL 37 th Annual Legislative Conf. Memphis, TN Dec. 11 - 14, 2013 (Reg. Fee \$575.00)	Elected Official Expense Account	\$1,474.34
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The subsistence rate for this location is \$154.00 per night. The hotel cost is \$145.00 per night. The occupancy tax is \$23.13 per day plus a hotel service fee of \$5.95 per day. The Office of the President is requesting an additional subsistence of \$31.00 per day, for a total of \$93.00 to cover the cost of food and incidentals.

AGENDA

BOARD OF ESTIMATES

11/27/2013

Police Department - Training Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a training contract with the University of Baltimore. The training will be provided on December 10, 2013 at the Baltimore Police Department's Comstat room and the Laboratory Section's classroom.

AMOUNT OF MONEY AND SOURCE:

\$1,400.00 - 6000-611214-2013-197500-603026

BACKGROUND/EXPLANATION:

This training will be hosted by the Baltimore Police Department's Investigations and Intelligence Bureau. The purpose of this training is to address victim sensitivity along with the respect of victim's rights to the Sergeants and Lieutenants assigned within the Investigations and Intelligence Bureau.

The training will be taught by two staff members from the University of Baltimore, College of Public Affairs, School of Criminal Justice in which each will provide four hours of training.

The goal of this training is to lower victim complaints and build stronger relationships within the community through positive victim response to the investigative process, along with strengthening court cases.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED