

**NOTICE**: Resolution effective February 05, 2014.

RESOLUTION  
OF  
THE BOARD OF ESTIMATES OF BALTIMORE CITY  
THE REGULATION OF BOARD OF ESTIMATES MEETINGS AND PROTESTS

WHEREAS, the Mayor and City Council of Baltimore, acting by and through the Board of Estimates (“Board”), pursuant to Article VI, § 1 et seq. of the Charter of Baltimore City, 1996 Edition, as amended (HEREIN after referred to as “Charter”), is responsible for formulating and executing the fiscal policy of the City, approvals of settlements, acquisitions and dispositions of real property, awarding contracts and supervising purchasing by the City; and other duties as prescribed in the Charter; and

WHEREAS, the Board, pursuant to Article VI, § 1 of the Charter is composed of the Mayor, President of the City Council, Comptroller, City Solicitor, and Director of Public Works, and the President of the City Council shall be President of the Board, and one of the members shall act as Secretary; and

WHEREAS, the members of the Board meet in public forum each Wednesday at 9:00 a.m. (unless in periodic recess) in the Hyman Pressman Hearing Room to conduct the business of government; and

WHEREAS, the Board, pursuant to Article VI, § 2 et seq. of the Charter, may promulgate rules and regulations and summon before it heads of departments, bureaus or divisions, municipal officers, and members of commissions and boards; and

WHEREAS, in the interest of promoting better government, order and efficiency the Board wishes to establish certain rules, applicable to all private individuals, business entities, fraternal organizations, special interest groups, associations and other entities, etc. (HEREIN after collectively referred to as “entity”) who wish to speak at the meetings of the Board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ESTIMATES OF BALTIMORE CITY**, that the following rules for the conduct of Board meetings be formally adopted by the Board to apply to all issues to be acted upon, considered, noted, or received at any given meeting:

1. Anyone wishing to speak before the Board, whether individually or as the spokesperson of an entity must notify the Clerk of the Board in writing no later than by noon on the Tuesday preceding any Board meeting, or by an alternative date and time specified in the agenda for the next scheduled meeting. The written protest must state (1) whom you represent and the entity that authorized the representation (2) what the issues are and the facts supporting your position and (3) how the protestant will be harmed by the proposed Board action.

2. Requests to speak on matters submitted to the Board for its information, notation or status report from a previous Board action may be heard at the discretion of the President of the Board. This rule does not preclude the submitting agency from orally presenting the report or matter at the meeting of the Board.

3. Matters may be protested by any entity directly and specifically affected by a pending matter or decision of the Board. The person or entity must submit a written protest of that matter or pending decision. In order for a protest to be considered, the protestant must be present at the Board of Estimates meeting.

4. An entity affected by the disposition of the matter in a way different than an average taxpayer or citizen and who so specifies to the satisfaction of the Board may have their protest heard and considered by the Board. However, the President of the Board reserves the right to call a person or organization to give testimony that he/she determines furthers the effective and fair decision making process of the Board. Protests filed by persons not affected by the disposition of the matter in a way different than an average taxpayer or citizen will be handled and responded to as may be determined by the Clerk of the Board.

5. Protests may be submitted, orally presented and argued by representatives or entities directly impacted by a matter or pending decision before the Board. A Procurement Lobbyist, as defined by Part II, Sec. 8-8 (c) of The City Ethics Code must register with the Board of Ethics as a Procurement Lobbyist in accordance with Section 8-12 of The City Ethics Code. If any member of the Board has sufficient information to determine that Section 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

6. The President of the Board shall have the right to limit all speakers to items and issues on the Board agenda, as well as provide a maximum time limit available to a speaker who wishes to address the Board.

7. In the interest of promoting order and efficiency of hearings, persons who are disruptive to the hearing may be required to leave the hearing room.

8. A copy of this Resolution shall be posted in the Department of Legislative Reference, the President of the Board's web site, and the Secretary to the Board's web site and shall be included in all Solicitations.

9. This Resolution shall apply to all Board meetings which are convened two (2) weeks or more after its formal adoption.

Adopted by the Board of Estimates:

Bernie N. Taylor      **JAN 22 2014**  
Clerk                                      Date

Approved As To Form and Legal  
Sufficiency This 14<sup>th</sup> Day of  
January, 2014

  
\_\_\_\_\_  
Chief Solicitor

**BOARD OF ESTIMATES' AGENDA - FEBRUARY 26, 2014**

Health Department - Ratification and  
Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services received and approve and authorize payment to Baltimore City Community College, Inc. (BCCC). The period of the services was March 1, 2013 through June 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$5,365.00 - 6000-633113-3024-268500-603026

**BACKGROUND/EXPLANATION:**

The BCCC provided various Business and Continuing Education classes at the Waxter Senior Center.

The request is late because of an oversight. The invoice was recently submitted to the Department from the BCCC.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Health Department - Notice of Award and Tuberculosis Prevention and Control Cooperative Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notice of Award (NoA) and approve and authorize execution of the Tuberculosis (TB) Prevention and Control Cooperative Grant Agreement with the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral Hepatitis, STDs and TB Prevention. The period of the Grant Agreement is January 1, 2014 through December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$148,387.00 - 4000-422114-3030-271400-404001

**BACKGROUND/EXPLANATION:**

The grant will allow the Department's TB Prevention Program to use funds to support the City's TB control efforts, provide medical care and treatment for active and latent TB patients, and to conduct contact investigations. In addition, the funds will be used for staff, radiology services, and clinician salaries.

The NoA and grant agreement are late because they were recently received from the grantor.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

(The Notice of Award and Tuberculosis Prevention and Control Cooperative Grant Agreement have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Health Department - Fiscal Year 2014 Operating Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Fiscal Year 2014 Operating Grant Agreement with the Maryland Department of Transportation (MDOT) and the Maryland Transit Authority (MTA). The period of the Grant Agreement is July 1, 2013 through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$379,335.00 - 5000-532714-3254-316200-405001

**BACKGROUND/EXPLANATION:**

Under the terms of this Grant Agreement, the MDOT and the MTA will provide subsidy assistance to the Department for taxi rides for elderly persons and/or persons with disabilities in Baltimore City under the Statewide Special Transportation Assistance Program.

The Fiscal Year 2014 Operating Grant Agreement is late because it was recently received from the MDOT.

**APPROVED FOR FUNDS BY FINANCE**

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

(The Fiscal Year 2014 Operating Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Health Department - Agreements and Ratification of Agreement

The Board is requested to approve and authorize execution of the agreements and ratify an agreement.

AGREEMENTS

1. **THE JOHNS HOPKINS UNIVERSITY** **\$ 88,873.00**  
**(JHU)**

Account: 1001-000000-3100-295901-603051

The JHU, School of Medicine will provide physician services for the School Health Program. These services will include on-site consultation at a minimum of ten hours per week in addition to patient evaluation at the school-based health centers located at Baltimore Talent Development No. 428/Augusta Fells Savage Institute No. 430, Reach School Middle/High No. 341, Dunbar No. 414, Digital Harbor No. 416, and Patterson No. 405 Senior High Schools. The period of the agreement is July 1, 2013 through June 30, 2014.

The agreement is late because of budget revisions.

**MWBOO GRANTED A WAIVER.**

2. **GOVANS CENTER FOR RETIRED PERSONS,** **\$ 49,353.00**  
**INC.**

Account: 4000-433514-3024-295904-603051

The organization operates a senior program which serves as the community focal point for seniors and their caregivers. The services to be provided include, but are not limited to social, recreational and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2013 through September 30, 2014.

The agreement is late because the Department was waiting for finalization of the budget and signatures from the provider.

Health Department - cont'd

RATIFICATION OF AGREEMENT

- 3.     **THE JOHNS HOPKINS UNIVERSITY**                                 **\$ 58,050.00**  
        **(JHU)**

The JHU provided transition planning for youth and young adults living with HIV/AIDS who are currently cared for in the Johns Hopkins Intensive Primary Care Clinic to transition to adult-focused HIV clinical sites. The period of the agreement was July 1, 2013 through December 31, 2013.

The agreement is late because the funding was awarded late in the fiscal year and during the routing process the agreement expired. The signed agreement was recently returned from the JHU.

**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**

**02/26/2014**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement of Sale with Eastside Site, LLC, (purchaser) for the sale of the property known as ES Kane Street, 600 feet South of Eastern Avenue 150 feet rear of 6571 Eastern Avenue (Block 6703, Lot 5D).

**AMOUNT OF MONEY AND SOURCE:**

\$86,500.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The authority to sell this property was approved by City Council Ordinance No. 13-190 approved on December 12, 2013. The property known as ES Kane Street, 600 feet South of Eastern Avenue 150 feet rear of 6571 Eastern Avenue (Block 6703, Lot 5D) will be sold at the appraised value of \$86,500.00. Eastside Site, LLC has paid a 10% down payment in the amount of \$8,650.00. The purchaser intends to use the property as a parking lot.

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property located at 101 N. Bradford Street (Block 1707, Lot 092).

**AMOUNT OF MONEY AND SOURCE:**

PROPERTY ADDRESS	ASSESSED VALUE	FLAT TAXES & WATER	TOTAL LIENS	RECOMMENDED PURCHASE PRICE
101 N. Bradford St.	\$4,000.00	\$941.13	\$54,274.60	\$4,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate for 101 N. Bradford Street on October 24, 2012, for the amount of \$54,274.60.

Nyree Goodin McGrath has offered to purchase the Tax Sale Certificate for 101 N. Bradford Street, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price at the assessed value of \$4,000.00 will cover the property's flat taxes and water.

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

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

9 - 10

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

For item no. 7, AUDITS REVIEWED AND  
FOUND THE BASIS FOR COMPENSATION  
CONSISTENT WITH CITY POLICY.

In connection with the Transfer of Funds,  
pursuant to Charter provisions, a report has  
been requested from the Planning  
Commission, the Director of Finance  
having reported favorably thereon.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
-----------------------	-----------------------------	------------	--------------	-------------

---

Department of Transportation

- |                |            |  |   |   |
|----------------|------------|--|---|---|
| 1. EWO #002,   | (\$0.44) - | TR 12303, Resurfacing Highways @ Various Locations Southwest, Sector III |   |   |
| \$2,869,499.05 | (\$0.64)   | P. Flanigan & Sons, Inc.   | - | - |
- |                |          |  |    |   |
|----------------|----------|--|----|---|
| 2. EWO #001,   | \$0.00 - | TR 09037R, National Aquarium Access Improvements |    |   |
| \$2,448,393.00 | -        | John Brawner                                     | 25 | - |
- |              |              |   |            |   |
|--------------|--------------|---|------------|---|
| 3. EWO #002, | \$0.00 -     | TR 13004, Reconstruction of Alleys Citywide |            |   |
| \$888,435.00 | \$206,624.25 | Santos Construction Co., Inc.               | 90<br>days | - |
- |                |                 |   |   |   |
|----------------|-----------------|---|---|---|
| 4. EWO #002,   | (\$17,710.66) - | TR 10310, Pedestrian Lighting in Baltimore City - Hunting Ridge, Ten Hills, and Franklinton Communities |   |   |
| \$1,085,240.00 | \$155,504.52    | Allied Contractors, Inc.  | - | - |
- |                |                 |   |   |   |
|----------------|-----------------|---|---|---|
| 5. EWO #007,   | (\$30,921.31) - | TR 03325, Reconstruction of Chesapeake Avenue Phase I from Shell Road to West of Sun Street |   |   |
| \$1,628,641.42 | \$90,033.15     | Monumental Paving & Excavating, Inc.  | - | - |

This EWO is necessary to pay overrun items, for the deduction of amounts not paid due to underruns or not used items and to balance out the subject account.

- |                |                  |  |   |   |
|----------------|------------------|--|---|---|
| 6. EWO #004,   | (\$240,842.22) - | TR 02373, Resurfacing Gay Street: North Avenue to Preston Street & Preston Street: Gay Street to Aisquith Street |   |   |
| \$1,093,615.00 | \$16,290.00      | P. Flanigan & Sons, Inc.   | - | - |

This EWO is necessary to pay overrun items, for the deduction of amounts not paid due to underruns or not used items and to balance out the subject account.

- |               |                |   |   |   |
|---------------|----------------|---|---|---|
| 7. EWO #002,  | \$314,983.45 - | Project 799, Improvements to Hawkins Point Road |   |   |
| \$ 374,228.29 | \$202,746.09   | Century Engineering, Inc.                       | - | - |

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

**EXTRA WORK ORDERS**

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

**8. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$251,986.76	9950-903416-9507	
FED	Construction Res.	
	Hawkins Point Bridge	
62,996.69	" "	
MVR		
<b>\$314,983.45</b>	-----	9950-902416-9506-3
		Design and Study
		Hawkins Point Road

This transfer will fund the costs associated with expenses related to Change Order No. 2, Project No. 799, Improvements to Hawkins Point Road with, Century Engineering, Inc.

Bureau of Water and Wastewater

- |   |                |                                      |    |       |
|---|----------------|--------------------------------------|----|-------|
| 9. EWO #028, \$53,370.44 - W.C. 1160R, Montebello Plant 2 Finished Water Reservoir Cover                    |                |                                      |    |       |
| \$36,922,950.00   | \$5,735,725.40 | Alan A. Myers, LP                    | 0  | 97    |
| 10. EWO #032, \$143,336.70 - W.C. 1168, Deer Creek Pumping Station Improvements                             |                |                                      |    |       |
| \$23,320,000.00   | \$816,188.47   | Ulliman Schutte Construction, LLC    | 60 | 98    |
| 11. EWO #001, \$33,998.03 - W.C. 1202, Fells Point/Butchers Hill Area Infrastructure Rehabilitation         |                |                                      |    |       |
| \$4,663,300.00  | -              | Spiniello Companies                  | -  | -     |
| 12. EWO #001, \$0.00 - W.C. 1224, Carver Vo-Tech High School Area Water Main Replacement                    |                |                                      |    |       |
| \$3,952,696.90  | -              | Monumental Paving & Excavating, Inc. | 90 | 39.83 |
| 13. EWO #012, \$36,856.81 - W.C. 1217, Urgent Need Work - Infrastructure Rehabilitation - Various Locations |                |                                      |    |       |
| \$5,373,325.00  | \$2,854,706.85 | Spiniello Companies                  | -  | 100   |

PERSONNEL MATTERS

\* \* \* \* \*

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

12 - 16

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

02/26/2014

PERSONNEL

Department of Housing and Community Development

1. Create the following position:

75112 - Architect II  
Grade: 112 (\$45,200.00 - \$63,900.00)  
Job No. to be assigned by BBMR

Cost: \$ 67,270.20 - 4000-492014-5823-410088-601001

2. Create the following position:

01908 - Fiscal Administrator  
Grade: 119 (\$63,100.00 - \$89,300.00)  
Job No. to be assigned by BBMR

Cost: \$110,408.43 - 5000-594014-5971-439513-601001

3. Create the following position:

31502 - Program Compliance Officer II  
Grade: 110 (\$40,800.00 - \$57,900.00)  
Job No. to be assigned by BBMR

Cost: \$84,969.16 - 2089-208914-5930-599681-601001

Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
4. <b>MARTIN COURTNEY</b>	\$17.10	<b>\$32,500.00</b>

Account: 2030-000000-1890-189300-601002

Mr. Courtney will work as a Contract Services Specialist II (Public Information Officer). His duties will include but are not limited to answering inquiries and providing information regarding the activities and programs of the Department via telephone, writing, or oral presentation.

AGENDA

BOARD OF ESTIMATES

02/26/2014

PERSONNEL

Hourly Rate

Amount

He will also be responsible for preparing news releases, internal and external newsletters, advising administrators and other departmental employees of appropriate responses to media inquiries and writing public statements for the Director and Mayor regarding Department programs or initiatives. He will also monitor and maintain the Department's website by submitting website change requests and forming updates to appropriate channels on the day received or completed. The period of the agreement is effective upon Board approval for one year.

Department of Finance

5. **PRINCE GREEN** \$16.73 **\$20,078.00**

Account: 1001-000000-1480-166400-601009

Mr. Green, retiree, will continue to work as a License Inspector for the Licensing/Business Taxes Unit. His duties will include, but are not limited to conducting citywide on-site inspections. He will inspect gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, clubs, restaurants, movie houses, amusement arcades, and other establishments required by Article 15 of the Baltimore City Code. The period of the agreement is effective upon Board approval for one year.

Health Department

6. **ERNEST DRAKE** \$ 8.00 **\$ 2,880.00**

Account: 5000-535714-3024-295902-601009

Mr. Drake will work as a Contract Services Specialist II (Recreation Leader Assistant). His duties will include but not be limited to setting-up and breaking down various senior center activities and programs, assisting the Recreation Leader with decorating the center every month for holidays and events. In addition, his duties will include moving furniture, cleaning specific areas within the center and removing trash, updating the flyer board, and managing the Auxiliary snack bar. The period of the agreement is March 1, 2014 through June 30, 2014.



AGENDA

BOARD OF ESTIMATES

02/26/2014

PERSONNEL

Mayor's Office of Minority and Women-Owned Business Development

7. Create the following new position:

00128 - Special Aide II  
Grade: 933 (\$34,800.00 - \$70,300.00)  
Job No. to be assigned by BBMR

Cost: \$57,787.00 - 4000-439614-1250-701000-601001

Enoch Pratt Free Library

8. Upgrade the following classification:

From: 00625 - Library Bookmobile Driver  
Grade: 077 (\$27,890.00 - \$31,967.00)

To: Grade: 079 (\$29,099.00 - \$33,972.00)

Cost: \$2,300.00 - 1001-000000-4501-622500-601001

Department of Public Works

	<u>Hourly Rate</u>	<u>Amount</u>
9. <b>MOUHAMADOU BA</b>	\$15.74	<b>\$30,000.00</b>
10. <b>LONNIE WILLIAMS</b>	\$15.74	<b>\$30,000.00</b>

Account: 2071-000000-5471-609400-601009

The above listed individuals will each work as a Customer Care Correspondent. Their duties will include, but will not be limited to investigating and resolving a variety of difficult customer complaints, pursuant to Baltimore City law and procedures. They will work with account specialists to determine the final action to be taken regarding accounts and communicate these findings to the customers.

AGENDA

BOARD OF ESTIMATES

02/26/2014

PERSONNEL

Department of Public Works - cont'd

In addition, the Customer Care Correspondents will investigate and resolve billing inquiries and communicate the results to the Revenue Measurement and Billing Division, investigate account information, prepare case histories, and draft written reports on complex issues for other Billing Service Groups. The period of the agreement is effective upon Board approval for one-year.

11. **TIRELL A.M. CLIFTON** \$21.05 **\$40,000.00**

Account: 2070-000000-5541-398400-601009

Mr. Clifton will continue to work as a Contract Services Specialist II (PC Support Technician II). His duties will include, but will not be limited to installing, testing and replacing memory, disk storage, network, video, adapters, circuit boards, and other internal components and peripheral devices in IBM-compatible microcomputers and workstations. He will install and configure software on computers, including new and previously unused software, install PCs, perform quality control and quality assurance on new installs, properly inventory and dispose of the PCs. He will also answer questions from computers users in the use of common software. The period of the agreement is effective upon Board approval for one-year.

Department of Recreation and Parks

12. **LAURIE BOSWELL** \$18.00 **\$37,440.00**

Account: 6000-680814-4782-583800-601009

Ms. Boswell will continue to work as a Contract Specialist II Event Coordinator. Her duties will include, but will not be limited to working with potential customers, selling event space, and ensuring promotion materials and the website have up-to-date information. Ms. Boswell will

AGENDA

BOARD OF ESTIMATES

02/26/2014

PERSONNEL

Dept. of Recreation and Parks - cont'd

prepare proposals for prospective clients, direct, coordinate, and arrange for meetings and special events. She will maintain a weekly and monthly facility activities calendar. In addition, she will ensure adequate staffing for events, negotiate and draw up contracts, assist in the logistics planning for events, work events, and supervise crews, weekend housekeeping staff, and front desk staff during events. The salary is a 13% increase in the hourly rate from the previous contract period. Ms. Boswell has taken on additional duties such as managing AV equipment, supporting visitor services for all incoming garden visitors and clients, developing visitor services with partners to provide docent training, educational programming and displays throughout the year. The period of the agreement is effective upon Board approval for one year.

Department of Transportation

13. Reclassify the following position No. 2303-48468:

From: Executive Level I  
Job Code: 00142  
Grade: 948 (\$56,300.00 - \$101,200.00)  
Job No.: 2303-48468

To: Director Public Programs  
Job Code: 10160  
Grade: 964 (\$93,800.00 - \$113,700.00)

Cost: (\$233.00) - 1001-000000-2303-659100-601001

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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

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

AGREEMENTS

**1. DAYSPRING PROGRAMS, INC. \$287,084.00**

Account: 4000-496213-3573-591436-603051

The organization will provide permanent housing and supportive services to 54 homeless families and two homeless individuals. The period of the agreement is January 1, 2014 through December 31, 2014.

**2. ST. VINCENT DE PAUL SOCIETY OF BALTIMORE, INC. \$398,131.50**

Account: 4000-496213-3573-267829-603051

The organization will provide permanent housing and supportive services to 32 chronically homeless men. The supportive services will assist clients in resolving mental illness, substance abuse, and physical health problems as well as increase their self-sufficiency through intensive case management and individualized service plans. The period of the agreement is October 1, 2013 through September 30, 2014.

**3. WOMEN'S HOUSING COALITION, INC. (WHC) \$ 45,575.00**

Account: 4000-496213-3573-591435-603051

The WHC will provide permanent housing and supportive services to 11 homeless families and 13 homeless individuals. The period of the agreement is January 1, 2014 through December 31, 2014.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

MOHS - cont'd

- 4. WOMEN'S HOUSING COALITION, INC. (WHC) \$ 44,730.00**

Account: 4000-496213-3573-591435-603051

The WHC will provide permanent housing and supportive services to nine homeless families. The period of the agreement is January 1, 2014 through December 31, 2014.

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

**APPROVED FOR FUNDS BY FINANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Mayor's Office of Human - FY 14 Head Start and Early Head Start  
Services (MOHS) State Supplemental Continuation Grant

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the FY14 Head Start and Early Head Start State Supplemental Continuation Grant from the Maryland State Department of Education.

**AMOUNT OF MONEY AND SOURCE:**

\$594,711.00 - 5000-586814-6051-449900-605001

**BACKGROUND/EXPLANATION:**

The Baltimore City Head Start will use the state allocation in the amount of \$594,711.00 to continue to provide summer programming to approximately 773 three and four year old children currently enrolled in the Baltimore City Head Start Program. Eight Baltimore City Head Start Delegates will serve the children for approximately two months, five days a week, not less than six hours per day. These children may be homeless, have special needs and/or have parents who work full day, year-round or are attending an educational or job training program. Additional children served will be those identified by current Baltimore City Head Start outcome data that identifies children who need additional instruction to become "Ready to Learn" as they enter kindergarten.

The eight delegates selected to provide summer programming in FY14 are:

St. Jerome's (Associated Catholic Charities, Inc.)  
Dayspring (Dayspring Programs, Inc.)  
Union Baptist (Union Baptist Church-School, Inc.)  
Emily Price Jones (YMCA of Central Maryland, Inc.)  
St. Vincent de Paul (St. Vincent de Paul of Baltimore, Inc.)

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

MOHS - cont'd

UMOJA Head Start Academy (Unity Methodist Church)  
Metro Delta Head Start (Metro Delta Educational  
Programs, Inc.)  
Martin Luther King Jr./Early Head Start (The Johns Hopkins  
Hospital)

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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

The Board is requested to approve and authorize execution of the Head Start Agreements.

- 1. UNION BAPTIST CHURCH - SCHOOL, INC./** **\$ 45,527.00**  
**HARVEY JOHNSON HEAD START PROGRAM**

Account: 5000-586814-6051-516000-603051

This agreement will provide funding for the operation of the Head Start Program to serve 48 children and their families for two months during the summer from June to August, 2014, for five days per week. The program will use the funds to enhance the children's social, physical, cognitive, and language development. The program will also hire education staff who will focus on increasing the children's motor skills, enriching math skills, healthy eating, and geography. The period of the agreement is effective upon Board approval through September 30, 2014.

- 2. YMCA OF CENTRAL MARYLAND, INC./** **\$ 75,878.00**  
**EMILY PRICE JONES HEAD START PROGRAM**

Account: 5000-586814-5051-516100-603051

This agreement will provide funding for the operation of the Head Start Program to serve 80 children and their families for two months during the summer from June to August, 2014, for five days per week. The program will use the funds to enhance school readiness and reduce summer learning loss. The program will utilize the Core Knowledge Curriculum to infuse language, numeracy, and social skill activities that will support the Maryland Model for School Readiness Initiative; develop individualized learning plans for each child based on the Work Sampling Assessment; hire teaching and administrative staff; and plan two field trips.



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

MOHS - cont'd

The funding is available under the Head Start State Supplemental Grant for FY13-14. The period of the agreement is effective upon Board approval through September 30, 2014.

**MWBOO GRANTED A WAIVER.**

3. **ST. VINCENT DE PAUL OF BALTIMORE, INC. \$190,642.00**  
**ST. VINCENT DE PAUL HEAD START PROGRAM**

Account: 5000-586814-6051-516700-603051

The organization will provide funding for the operation of the Head Start Program to serve 201 children and their families for two months during the summer from June to August 2014, for five days per week. The program will use the funds to extend academic and social learning activities into the summer months, provide enrichment and real life experiences to enhance learning, and strengthen skills in the areas of math, science, language and literacy. The program will also employ current Head Start staff to collaborate with one of their partners, hire education and administrative staff, purchase classroom materials and plan field trips to enhance classroom experiences. Funding is available under the Head Start State Supplemental Grant for FY 2013.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Dept. of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1200 W. North Ave.	Robert Bonaparte	Retain three flat signs two @ 9' x 2', one @ 8' x 3', stack vent, one spot reflector
Annual Charge:	\$158.30	
2. 1124 S. Charles St.	Stephen H. Strohecker	Retain mansard cornice w/four recessed lights 14' x 1½'
Annual Charge:	\$158.60	
3. 1200 Light St.	1200 Light Street, LLC	Retain cornice 56' x 1', one bracket sign 3' x 2', five spot reflectors
Annual Charge:	\$375.90	
4. 1011 Light St.	1011 Light Street, LLC	Retain awning w/signage 44' x 6', four spot reflectors
Annual Charge:	\$659.99	

AGENDA

BOARD OF ESTIMATES

02/26/2014

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 742 S. Ellwood Ave.	Brenda L. Hopka-Hadel	Retain two flat signs 8' x 2', 8' x 1½'
Annual Charge:	\$ 52.80	
6. 1420 Key Highway	Key Highway Associates, LLC	Two single face electric signs one @ 39 sq. ft., one @ 17.25 sq. ft., one double face electric sign @ 4.68 sq. ft.
Annual Charge:	\$281.20	
7. 1037 Light St.	Light Street, LLC	Retain double face sign 2' x 2½', flat sign 4' x 1', six spots
Annual Charge:	\$175.90	

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of General Services - Developer's Agreement No. 1335

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1335, with Cherry Hill Road Corporation, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$31,500.00

**BACKGROUND/EXPLANATION:**

The Developer would like to install a new water service, sanitary sewer and storm drain to its proposed construction at 3700-3702 North Charles Street. This developer's agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$31,500.00 has been issued to Cherry Hill Road Corporation which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of General Services (DGS) - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 011, to Whitney, Bailey, Cox & Magnani (WBCM), under Project 1126W, Abel Wolman Elevator Upgrade.

**AMOUNT OF MONEY AND SOURCE:**

\$249,620.84 - 9916-913730-9197-900000-703032

**BACKGROUND/EXPLANATION:**

The WBCM will provide architectural, mechanical and electrical engineering services to produce construction documents for the purpose of upgrading and bringing into code compliance, the elevators and the elevator machine room located in the Abel Wolman Municipal Building.

**MBE/WBE PARTICIPATAION:**

**MBE:** Min Engineering, Inc      \$79,002.29      31.65%

**WBE:** \$0.00      0.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**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>
\$150,000.00	9916-939003-9194	9916-913730-9197
6 <sup>th</sup> Public	Reserve -	Active - Abel
Bldg. Loan	Abel Wolman Elevator Upgrade	Wolman Building Elevator Upgrade

The elevators in the Abel Woman Municipal Building have a high priority status for the importance of service provided to both the public and other City agencies. The elevators breakdown on a weekly basis and have reached the stage where needed parts for

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DGS - cont'd

maintenance and repair are no longer being manufactured.

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Recreation and Parks - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Parks and People Foundation, Inc. (PPF). The period of the Grant Agreement is September 25, 2013 through January 15, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$83,286.00 - 5000-570014-4711-362300-607001

**BACKGROUND/EXPLANATION:**

The Department was awarded a \$399,402.00 grant from the Maryland Department of Natural Resources in support of the Department's "Students Restoring Urban Streams" project. This award will allow the Department to collaborate with Baltimore City Public Schools and various partners to increase the tree canopy and provide students with new Environmental Literacy standards.

Under the terms of this Grant Agreement, the PPF will target a minimum of ten schools and plant a minimum of 10.5 acres of trees at school and parkland sites over the period of the agreement. The PPF will also participate in professional development for teachers, work with schools on planting plans at school sites, and provide maintenance to planting sites. In addition, the PPF will hire seasonal Youth Works crews to provide summer maintenance and work cooperatively with the Students Restoring Urban Streams Coordinator.

The Grant Agreement is late because of delays in the administrative process.

**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**

**02/26/2014**

Department of Recreation and Parks - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Earth Force, Inc. (Earth Force). The period of the Grant Agreement is September 25, 2013 through January 15, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$8,260.00 - 5000-570014-4711-362300-607001

**BACKGROUND/EXPLANATION:**

The Department was awarded a grant from the Maryland Department of Natural Resources in support of the Department's "Students Restoring Urban Streams" project. This award will allow the Department to collaborate with Baltimore City Public Schools and various partners to increase the tree canopy and provide students with new Environmental Literacy standards.

Under the terms of this Grant Agreement, the Department will provide a sub-grant to Earth Force to participate in and provide professional development, a service-learning curriculum, and training materials for City school teachers.

The Grant Agreement is late because of delays in the administrative process.

**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**

**02/26/2014**

Department of Recreation & Parks - Donation Agreement and Right of Entry

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Donation Agreement and Right of Entry with the Horticultural Society of Maryland, Inc. (HSM). The period of the Agreement is effective upon Board approval and will end upon final acceptance of the project by the City, unless terminated sooner.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The HSM is a non-profit 501(c)(3) organized under the laws of Maryland, which, along with its other activities in supporting gardening and horticulture through programs and education in the State of Maryland, has worked and is working to support the Cylburn Arboretum. The Association desires to donate to the City a new garden in front of the Vollmer Center at the Cylburn Arboretum, having a value of approximately \$30,000.00 for design and installation, plus additional value for future maintenance. The HSM has selected its own contractor to construct the improvements.

The Landscape Committee at Cylburn Arboretum has been fully consulted regarding the design of the HSM Garden and has approved the design and plant list, including the removal of existing soil, introduction of replacement soil, and installation of plants.

**APPROVED FOR FUNDS BY FINANCE**

(The Donation Agreement and Right of Entry has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Police Department - Acceptance of Grant Award

**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) for the "Sexual Assault Response Team (SART) Coordination" Grant. The period of the Grant Award is October 1, 2013 through September 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$67,600.00 - 4000-474114-2252-688000-600000

**BACKGROUND/EXPLANATION:**

This award will fund the salary of the SART Coordinator who will work in conjunction with the SART and aid in the effort to reduce and assist the sexual assault victims in Baltimore City.

The Grant Award from the GOCCP is late because of delays in receipt of the award documents.

**APPROVED FOR FUNDS BY FINANCE**

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

(The Grant Award special conditions have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Police Department - Grant Adjustment Notice

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN) with the Maryland Emergency Management Agency (MEMA) for the FY 2011 Port Security Grant Program (PSGP).

**AMOUNT OF MONEY AND SOURCE:**

\$9,451.74 - 4000-471112-2023-2126000-600000

**BACKGROUND/EXPLANATION:**

On February 1, 2012, the Board approved a Grant Award Agreement with MEMA for the FY 2011 Port Security Grant Program in the amount of \$28,200.00. On August 15, 2012, the Board approved Amendment No. 1 for an increase of \$59,234.35, making the new total for this grant \$87,434.35. On October 16, 2013, Amendment No. 2 was approved by the Board which increased the award amount by \$3,388.00, making the new total for this grant \$90,822.35. The GAN increases the award amount by \$9,451.74 which will make the new total for this grant \$100,274.09. Activities implemented under PSGP must support terrorism preparedness by building or enhancing capabilities that relate to the prevention of, protection from, or response to terrorism.

**APPROVED FOR FUNDS BY FINANCE**

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

(The GAN and special terms and conditions have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Police Department - Grant Award

**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) for the "Warrant Service Expansion" Project. The period of the Grant Award is November 1, 2013 through February 28, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 4000-474614-2021-213300-600000

**BACKGROUND/EXPLANATION:**

The "Warrant Service Expansion" grant provides support to the Baltimore Police Department (BPD) for the service of warrants and/or any court order violation that involves domestic violence. Grant funds provide overtime for the BPD members of the Warrant Apprehension Task Force to conduct the initiative.

The Grant Award is late because of delays in receipt of the award documents.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Planning (DOP) - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Parks & People Foundation. The period of the Grant Agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$24,000.00 - 9910-902971-9588

**BACKGROUND/EXPLANATION:**

The Garden Irrigation Fund Program (GIFP), which was developed in 2012 by the DOP, Parks & People Foundation, and the non-profit land trust Baltimore Green Space, provides for irrigation at community garden sites. The program launched in 2013 and successfully supported seven community gardens. This Grant Agreement will enable a second round of the program and will set roles and expectations for the GIFP, in which community-managed open space site managers would apply for support for installation of water lines. Applicants are required to make the case for why direct water access is necessary or preferable, and for how their site serves the Baltimore community.

The Parks & People Foundation has more than a decade of experience managing small grant programs and support networks for Baltimore's community gardeners, and with contracting out small infrastructure jobs.

**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**

**02/26/2014**

Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 14** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on January 29 and February 5, 2014.

AGENDA

BOARD OF ESTIMATES

02/26/2014

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:

CF Masonry Specialists Inc.	\$ 8,000,000.00
Chasney and Company, Inc.	\$ 1,500,000.00
Combustioneer Corporation d/b/a EMCOR Services	\$ 10,000,000.00
Work Capacity Rating Underwritten by Blanket Guarantee of \$10,000.00 from the Parent Corporation EMCOR Group, Inc.	
DSM Properties, LLC	\$ 1,500,000.00
GT Brothers, Inc.	\$ 1,500,000.00
Guardrails, etc., Inc.	\$ 8,000,000.00
Innovative Tile and Marble, LLC	\$ 1,500,000.00
L.J. Brossoit & Sons, Inc.	\$ 576,000.00
Layne Inliner, LLC	\$114,435,000.00
Monumental Paving & Excavating, Inc.	\$ 53,856,000.00
Mylander Builders, LLC	\$ 1,485,000.00
Plano-Coudon, LLC	\$ 8,000,000.00
Shook Construction Co., Inc.	\$ 80,865,000.00
The Lane Construction Corporation	\$859,860,000.00

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:

A1 Consulting Group, Inc.	Engineer
Gant Brunnett, Architects, Inc.	Architect
GWWO, Inc./Architects	Architect
SAMMS Engineering, LLC	Engineer
Slater Associates, Inc.	Landscape Architect



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Bureau of Water and Wastewater (BW&WW) - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 003, to Rummel, Klepper & Kahl, LLP (RK&K), under Project 1110R, On-Call Environmental Restoration Design and Engineering Services. The period of this Task Assignment is effective upon Board approval for approximately six months.

**AMOUNT OF MONEY AND SOURCE:**

\$182,095.00 - 2072-000000-5181-390700-603026

**BACKGROUND/EXPLANATION:**

This Task No. 3 will provide technical support services (staff accumulation) for the SWM/ESC Plans Review Section and Water Quality Monitoring & Inspections Section of the Surface Water Management Division of the BW&WW.

The services will enable the Division to comply with the conditions of the MS4 permit regarding storm water management programs. Additionally, as a short-term solution, the proposed staff accumulation will enable the Division to address the backlog of plan review activities associated with Article 7, Divisions II and III of the City Code, as part of the City's permit/development process. Permanent and full-time staff (vacancies and position descriptions) are planned for a long-term operation.

The project completion date will expire on June 1, 2015. The duration of this task is approximately six months.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 007, to Arcadis U.S., Inc., under Project 1303, On-Call Project Management and Inspection Services. The period of this Task Assignment is effective upon Board approval for 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$602,179.25 - 9956-905641-9551-900020-705032

**BACKGROUND/EXPLANATION:**

The Department's Construction Management Division is requesting that Arcadis U.S., Inc. provide inspection services for S.C. 875, Rehabilitation/Replacement of Southwest Diversion Pressure/Gravity Sewer Phase III.

This contract will expire on May 1, 2016.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Bureau of Water and Wastewater - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. Vernon Maultsby for mileage for the month of October 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$436.18 - 2071-000000-5471-609200-603002  
(Mileage)

**BACKGROUND/EXPLANATION:**

The Division of Customer Support and Services inadvertently failed to have Mr. Maultsby's employee mileage report processed in time to be received by the Bureau of Accounting and Payroll Services within 40 working days.

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**

**02/26/2014**

Bureau of Solid Waste - Memorandum of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Agreement with the Maryland Department of Juvenile Services (DJS). The period of the Memorandum of Agreement is effective upon Board approval through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$150,800.00 - 1001-000000-5152-386500-603026

**BACKGROUND/EXPLANATION:**

The Department of Public Works, Bureau of Solid Waste wishes to partner with DJS in the Trash Busters Job Program to provide youth under DJS' supervision with workforce development and training opportunities. The City Charter at Article VI, §11 (e)(i) allows an exception to formal advertisement when "no advantage will result in seeking, or it is not practicable to obtain, competitive bids." Accordingly, the Bureau intends to enter into a Memorandum of Agreement whereby DJS will administer the Trash Busters Job Program and will provide debris removal services utilizing unskilled labor performed by juveniles that are participants in the Trash Busters Job Program. The Bureau believes the program is providing a community service, is beneficial to the community at large and that the costs associated with the program are reasonable.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Baltimore Development Corporation (BDC) - Office Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Office Lease Agreement with Snowden & Edmonds, LLC, tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite A40, at the Business Center @ Park Circle, consisting of approximately 143 square feet. The period of the Office Lease Agreement is effective upon Board approval through January 31, 2015, with one additional 1-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$2,699.64	\$224.97

**BACKGROUND/EXPLANATION:**

Snowden & Edmonds, LLC is an accounting firm that was established in 2009. The firm has maintained their business office at the Business Center @ Park Circle since 2010. The space will be used for general office purposes.

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

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

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

BDC - cont'd

**MBE/WBE PARTICIPATION:**

N/A

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Baltimore Development Corporation (BDC) - Office Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Office Lease Agreement with Building Communities Today for Tomorrow, Inc. (BCTT), tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite A207, at the Business Center @ Park Circle, consisting of approximately 1,200 square feet. The period of the Office Lease Agreement is effective upon Board approval through January 31, 2015, with one additional 1-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$15,600.00	\$1,300.00

**BACKGROUND/EXPLANATION:**

The BCTT is a private minority-owned and operated corporation serving children, adolescents, adults and seniors who are at risk for removal from the home or community, or who are transitioning from residential settings back into the community.

The BCTT has been in business since 2000 and a tenant at the Business Center @ Park Circle since July 2008. The BCTT serves clients in Baltimore City and Prince Georges and Montgomery Counties. The organization is restructuring and reducing their square footage in the building.

The space is leased on an "as is" basis. The tenant will be responsible for any improvements or build-out of the premises.

The landlord will be responsible for all other services such as utilities, limited janitorial services, and maintenance and repairs to the premises, which are included in the initial base rent.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

BDC - cont'd

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

**MBE/WBE PARTICIPATION:**

N/A

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



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Mayor's Office of Employment - Grant Award  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of allocations to the initial Grant Award from the Maryland Department of Labor, Licensing and Regulation (DLLR) to MOED.

**AMOUNT OF MONEY AND SOURCE:**

<u>Original</u> <u>Amount</u>	<u>Additional</u> <u>Amount</u>	<u>Source</u>
\$ 64,934.00	\$2,388,668.00	4000-807514-6312-456000-404001 (Adult)
2,580,535.00		4000-806414-6313-456000-404001 (Youth)
<u>132,133.00</u>	<u>1,137,589.00</u>	4000-806714-6312-456000-404001 (Dislocated)
<b>\$2,777,602.00</b>	<b>\$3,526,257.00</b>	

**BACKGROUND/EXPLANATION:**

On October 9, 2013 the Board approved acceptance of the Grant Awards from DLLR funded through the Federal Workforce Investment Act (WIA) for Fiscal Year 2014.

This allocation increases the Adult portion of the Grant by \$2,388,668.00 and the Dislocated portion by \$1,137,589.00 making the new total grant amount \$6,303,859.00. The Youth portion of the Grant remains the same.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Mayor's Office of Employment - Employee Expense Statement  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. Ernest Dorsey for the month of May 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$50.00 (Parking) - 4000-806012-6301-454601-603003

**BACKGROUND/EXPLANATION:**

During MOED's reconciliation of expense report payments, this Expense Report was misplaced and is now past the deadline.

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

02/26/2014

TRANSFER OF FUNDS

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development -(DHCD)</u>		
1. \$4,374,038.00	9910-994001-9600	9910-906409-9588
State Revenue	Unallocated - Reserve	East Baltimore Bio-Tech

This transfer will move appropriations into the East Baltimore Redevelopment account for costs associated with acquisitions in the area.

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 008 to KCI/STV Joint Venture, under Project 1136, On-Call Conduit Occupancy Surveys Citywide.

**AMOUNT OF MONEY AND SOURCE:**

\$121,888.84 - 2024-000000-5480-395700-603026

**BACKGROUND/EXPLANATION:**

This authorization provides for Evaluation of the City's conduit system. The scope of services involves evaluating the capacity of select typical routes with the City's Conduit System and estimating the costs to expand congested portions of these routes.

This is a "pilot" project intended to provide data that could be used to generally describe the overall condition of the City's conduit system and develop an "order of magnitude" estimate of the capital cost to update the existing system to a condition where the City can provide "on demand" space for interested leases, especially areas of likely residential, commercial and industrial development.

**MBE/WBE PARTICIPATION:**

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

**MWBOO SET GOALS OF 27% MBE AND 10% WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 016, to Rummel, Klepper & Kahl, LLP (RK&K), under Project 1161, On-Call Construction Project Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$167,679.30 - 9950-908301-9527-900010-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for a Public Works Inspector II for the Broening Highway Reconstruction Project.

**MBE/WBE PARTICIPATION:**

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

**MWBOO SET GOALS OF 32% MBE AND 9% WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 004 to KCI Technologies, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

**AMOUNT OF MONEY AND SOURCE:**

\$188,773.00 - 9950-902874-9508-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for project management consulting services for the reorganization, site relocation, and reconstruction of Baltimore City's Towing Division.

**MBE/WBE PARTICIPATION:**

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

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

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Transportation - Rescind Notice of Letting

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the rescission of the Notice of Letting for TR 13305 Resurfacing Highways at Various Locations Northwest Sector II.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 29, 2014, the Board approved the Notice of Letting for advertisement of TR 13305 Resurfacing Highways at Various Locations Northwest Sector II, Bids were due to be received on February 26, 2014. The Department requests to rescind the Notice of Letting in order to obtain additional approval required by the State Highway Administration.

AGENDA

BOARD OF ESTIMATES

02/26/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Law - Payment of Settlement</u>			
1. Tivoly Realty, LLC (previous owner)	2711 Tivoly Avenue	L/H	\$ 9,200.00

On February 27, 2013, the Board approved the acquisition of the leasehold interest, by condemnation, in 2711 Tivoly Avenue for the amount of \$10,300.00. The former owner of the property obtained an appraisal report that indicated the value to be \$32,000.00. The parties agreed to settle the action for the amount of \$19,500.00. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional amount of \$9,200.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research                      Transfer

---

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order - grant fund transfer within the Baltimore City Health Department from Service 715 (Health Administration) to Service 720 (HIV Treatment for Uninsured).

**AMOUNT OF MONEY AND SOURCE:**

\$160,000.00      Federal Grant

\$160,000.00 - From:    4000-400014-3001-568800-404001  
                                    Service 715 (Health Administration)

To:    4000-499714-3032-294200-404001  
            Service 720 (HIV Treatment for the  
            Uninsured)

**BACKGROUND/EXPLANATION:**

On November 20, 2013, the Board approved acceptance of the Update to the Unified Funding Document (UFD) from the State of Maryland, Department of Health and Mental Hygiene, in the amount of \$381,593.00, for the period ending September 30, 2013. The UFD included funds for the No Wrong Door Program in the amount of \$160,000.00.

This transfer is necessary to provide funding for the No Wrong Door program. Initially, federal funding was appropriated within an unallocated federal fund account in the Fiscal 2014 Ordinance of Estimates. With this appropriation adjustment order, funding will be moved from unallocated grant source in accordance with the actual grant award.

**APPROVED FOR FUNDS BY FINANCE.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |                      |                 |
|--|----------------------|-----------------|
| 1. MID-ATLANTIC SAFETY   |                      |                 |
| <u>LIGHTING, LLC</u>   | <u>\$27,920.00</u>   | <u>Low Bid</u>  |
| Solicitation No. B50003356 - Flex Retrofit for Light Towers -<br>Department of Public Works - Req. No. R652453 |                      |                 |
| 2. P & J CONTRACTING   |                      |                 |
| <u>COMPANY, INC.</u>   | <u>\$ 100,000.00</u> | <u>Increase</u> |
| Contract No. B50002539 - Snow Removal Services III -<br>Department of Transportation - P.O. No. P519823        |                      |                 |

On November 21, 2012, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options. This increase in the amount of \$100,000.00 is necessary to meet the demand for snow removal services during the current snow season. This increase will make the award amount \$150,000.00. The above amount is the City's estimated requirement. The contract expires on April 30, 2015 with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |  |                       |                |
|--|-----------------------|----------------|
| 3. DRAEGER SAFETY, INC.  |                       |                |
| <u>DRAEGER SAFETY, INC.</u>  | <u>\$1,000,000.00</u> | <u>Renewal</u> |
| Contract No. B50001868 - SCBA Equipment and Supplies - Fire<br>Department - P.O. No. P519602 |                       |                |

On March 7, 2012, the Board approved the initial award in the amount of \$3,250,000.00. The award contained four 1-year renewal options. The SCBA equipment is self contained breathing apparatus used by the Fire Department. This renewal in the amount of \$1,000,000.00 is for the period February 29, 2014 through February 28, 2015, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |               |          |
|--|---------------|----------|
| 4. A2Z ENVIRONMENTAL GROUP, LLC  | \$ 100,000.00 | Increase |
| Contract No. B50002218 - Snow Contractors II - Department of Transportation - P.O. No. P519823 |               |          |

On February 15, 2012, the Board approved the initial award in the amount of \$50,000.00. This increase in the amount of \$100,000.00 is necessary to meet the demand for snow removal services during the current snow season. This increase in the amount of \$100,000.00 will make the award \$150,000.00. The above amount is the City's estimated requirement. The contract expires on April 30, 2015 with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 5. MARYLAND FIRE EQUIPMENT CORPORATION                                       | \$ 50,000.00 | Renewal |
| Contract No. B50001729 - Turnout Gloves - Fire Department - P.O. No. P516629 |              |         |

On March 23, 2011, the Board approved the initial award in the amount of \$45,990.00. The award contained three 1-year renewal options. On January 10, 2013, the City Purchasing Agent approved an increase in the amount of \$10,000.00. On February 13, 2013, the Board approved the first increase in the amount of \$50,000.00. The above amount is the City's estimated requirement. This renewal in the amount of \$50,000.00 is for the period March 23, 2014 through March 22, 2015 with one 1-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases

6. THOMPSON'S GAS &  
ELECTRIC SERVICE, INC. \$229,280.00 Renewal  
Contract No. B50001944 - Propane - Department of Recreation  
and Parks, etc. - P.O. No. P520119

On March 14, 2012, the Board approved the initial award in the amount of \$229,280.00. The award contained two 2-year renewal options. This renewal in the amount of \$229,280.00 is for the period March 14, 2014 through March 13, 2016 with one 2-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

7. CORPORATE MAINTENANCE  
GROUP, LLC \$1,000,000.00 Increase  
Contract No. B50001658 - Snow Removal Contract - Department of  
Transportation - P.O. No. P515695

On December 22, 2010, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. Due to the increased demand for snow removal services during the current season, an increase in the amount of \$1,000,000.00 is necessary. The above amount is the City's estimated requirement. This increase in the amount of \$1,000,000.00 will make the award amount \$1,500,000.00. The contract expires June 30, 2014, with one 1-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

8. F & F AND A. JACOBS & SONS, INC.	\$ 40,000.00	Increase
Contract No. B500002481 - Uniforms for Sheriff's Office - Sheriff's Office - P.O. No. P520661		

On July 25, 2012, the Board approved the initial award in the amount of \$26,714.25. The award contained two 1-year renewal options. Subsequent actions have been approved. The Sheriff's Department is opening a new Domestic Violence Unit. This increase in the amount of \$40,000.00 will be used to purchase uniforms for the newly hired deputies. This increase in the amount of \$40,000.00 will make the award amount \$121,714.25. The contract expires on July 24, 2014, with one 1-year renewal option remaining.

MBE/WBE goals were not set because the initial award amount was below the threshold requirement for MWBOO goals.

9. AMERICAN HERITAGE EXCAVATING, LLC	\$100,000.00	
MANUEL LANDSCAPING, INC.	100,000.00	
	<u>\$200,000.00</u>	Increase
Contract No. B50003260 - Snow Removal Services V - Department of Transportation - P.O. Nos. P525899 and P525900		

On December 18, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. Due to the increased demand for snow removal services, this current snow season an increase in the amount of \$200,000.00 is necessary. The above amount is the City's estimated requirement. This increase in the amount of \$200,000.00 will make the award amount \$300,000.00. The contract expires on April 30, 2015 with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |              |         |
|---|--------------|---------|
| 10. NOAH GARRISON d/b/a THE<br>GARRISON COMPANY LANDSCAPE<br>DIVISION   | \$ 17,079.00 | Renewal |
| Contract No. B50001317 - Mowing & Landscaping Service for<br>Enoch Pratt Free Library Branches - Enoch Pratt Free Library -<br>P.O. No. P513194 |              |         |

On March 17, 2010, the City Purchasing Agent approved the initial award in the amount of \$17,079.00. The award contained four 1-year renewal options. On April 13, 2011, the City Purchasing Agent approved the first 1-year renewal in the amount of \$17,079.00. Subsequent renewals have been approved. This is the fourth and final renewal for the period April 5, 2014 through April 4, 2015.

- |  |         |           |
|--|---------|-----------|
| 11. SHERWIN-WILLIAMS<br>COMPANY  | \$ 0.00 | Extension |
| Contract No. B50000843 - Automotive Paint and Supplies -<br>Department of General Services, Fleet Management - P.O. No.<br>P507774 |         |           |

On March 4, 2009, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. On February 15, 2012, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period March 4, 2014 through June 30, 2014. The above amount is the City's estimated requirement.

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

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |               |         |
|--|---------------|---------|
| 12. FERNO-WASHINGTON, INC.<br>Contract No. 08000 - Stretchers - Fire Department - P.O. No. P522930 | \$ 174,240.00 | Renewal |
|--|---------------|---------|

On March 13, 2013, the Board approved the initial award in the amount of \$174,240.00. The award contained three 1-year renewal options. This renewal in the amount of \$174,240.00 is for the period March 13, 2014 through March 12, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

**MWBOO GRANTED A WAIVER.**

- |  |         |           |
|--|---------|-----------|
| 13. UNITED SITE SERVICES OF MARYLAND, INC.<br>Contract No. B50000929 - Portable Chemical Toilets - Department of Recreation and Parks - P.O. No. P523874 | \$ 0.00 | Extension |
|--|---------|-----------|

On February 18, 2009, the Board approved the initial award in the amount of \$200,000.00. The award contained four 1-year renewal options. All renewal options have been approved. To ensure uninterrupted services to Baltimore City agencies an extension is necessary. This extension in the amount of \$0.00 will allow the City to complete the solicitation process. The extension is for the period February 17, 2014 through July 16, 2014. The above amount is the City's estimated requirement.

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

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases

14.	A HALCON CONTRACTORS, INC.	\$ 100,000.00	
	M. LUIS CONSTRUCTION CO., INC.	100,000.00	
	LORENZ LAWN & LANDSCAPE, INC.	<u>2,000,000.00</u>	
		<b>\$2,200,000.00</b>	Increase

Contract No. B50002652 - Snow Removal Services IV - Department of Transportation - P.O. Nos. P522527, P522528 and P522530

On January 9, 2013, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. On March 20, 2013, the Board approved an increase and rescission in the amount of \$150,000.00. Due to increased demand for snow removal services during the current snow season an increase in the amount of \$2,200,000.00 is necessary. The above amount is the City's estimated requirement. This increase in the amount of \$2,200,000.00 will make the award amount \$3,550,000.00. The contract expires April 30, 2015, with three 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

15.	SIMPLY GOOD, LLC	Revenue	Correction in Term Renewal
	Solicitation No. B50001651 - Provide Concession Stand Staff and Services for Mt. Pleasant Ice Rink - Department of Recreation and Parks - P.O. No. P516025		

On December 8, 2010, the Board approved the initial award. On December 5, 2012, the Board approved the first renewal term, of two available two-year renewal options. However, the Board letter incorrectly stated that the renewal term was a one-year term beginning December 5, 2012, and that one, 1-year renewal term remained. The Board is requested to approve the correction to the previously approved renewal term, to the first of two, 2-year renewal terms.

On November 30, 2009, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**



AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

16. ASSOCIATED BLACK CHARITIES, \$	172,032.00	Increase for FY 13
INC. (ABC)	228,524.00	Renewal for FY 14
	4,931,852.00	Renewal for FY 14
	<b>\$5,332,408.00</b>	and correction

Solicitation No. B50002790 - Provide Fiscal Agent Services for the Ryan White Part A Operations - Health Department - P.O. No. P525581

On August 14, 2013, the Board approved the initial award. Subsequent actions have been approved. This increase is required for the ABC to award additional available funds to sub-grantees for the Ryan White Program for HRSA Fiscal Year 13. Additionally, this request is for the first of two, 1-year renewals. The above amount is the City's estimated requirement. The renewal is for the period March 1, 2014 through February 28, 2015, with one 1-year renewal option remaining.

Due to a clerical error, the initial Board letter specified three renewal terms, rather than the two stated in the contract. The Board is requested to approve the correction to two renewal terms.

On August 22, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

17. THE BEST BATTERY, CO, INC.		Extension
PENINSULA ALTERNATOR STARTER		Extension
CO., Inc. d/b/a PASCO INC.		
(f/n/a DD & M, Inc.)		
P AND H AUTO-ELECTRIC, INC.	\$0.00	Extension
Solicitation No. B50009933 - Automotive Starters and Alternators - Department of General Services - P.O. Nos. P506992, P506993, and P506994		

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

On February 25, 2009, the Board approved the initial award. Subsequent actions have been approved. The extension is necessary to allow time to complete the solicitation process. The period of the extension is March 13, 2014 through May 31, 2014. The above amount is the City's estimated requirement.

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

**MWBOO GRANTED A WAIVER.**

18. ADSAVIA TECHNOLOGY

GROUP, LLC	\$75,000.00	1 <sup>st</sup> Amendment
Solicitation No. 08000 - BDC Lab Rejuvenation Project - Health Department - BDC - Req. Nos. Various		

On September 12, 2012, the Board approved the initial award. The execution of the 1<sup>st</sup> Amendment will allow for upgrade and incorporate additional features for functional enhancements to the Baltimore Disease Control Laboratory Management Software originally developed by the vendor. The original term was from November 1, 2011 through April 30, 2014. The 1<sup>st</sup> Amendment also extends the term for eight months to allow for implementation of the additional feature for the period of February 26, 2014 through December 31, 2014.

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 1<sup>st</sup> Amendment has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

02/26/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |        |           |
|--|--------|-----------|
| 19. ROBERT CHARLES LESSER &<br>CO., LLC  | \$0.00 | Agreement |
| Solicitation No. B50003163 - West Baltimore MARC Station Area<br>Redevelopment Strategy - Department of Transportation - Req.<br>No. R638888 |        |           |

The Board is requested to approve and authorize execution of an agreement with Robert Charles Lesser & Co., LLC. The period of the agreement is January 27, 2014 through July 26, 2014.

On November 20, 2013, the Board approved the initial award without executing the agreement. Therefore, this request is to execute the agreement only.

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

- |  |                |         |
|--|----------------|---------|
| 20. W.W. Grainger, Inc.  | \$5,050,000.00 | Renewal |
| Solicitation No. BPO-001B1400635 - Maryland State Contract -<br>Maintenance, Repair and Operating Supplies - Department of<br>General Services, Department of Public Works - P.O. No.<br>P519531 |                |         |

On February 29, 2012, the Board approved the initial award in the amount of \$1,500,000.00. Subsequent actions have been approved. This is the sole three-year renewal option of a competitively bid contract. The renewal is for the period March 1, 2014 through February 28, 2017. The above amount is the City's estimated requirement.

On January 19, 2012, MWBOO set goals of 5% MBE and 0% WBE.

<b>MBE:</b> Marathon, Inc.	\$73,760.00	6%
<b>WBE:</b> MWBOO set 0% goal.		

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Housing and - Fourth Update for Developer's  
Community Development Agreement No. 1259

---

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the fourth update to Developer's Agreement No. 1259, O'Donnell Heights Project.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On September 18, 2013, the Board of Estimates (BOE) requested a fourth update be provided to the BOE in 60 days regarding the concerns raised by the O'Donnell Heights Tenants Council (OHTC) in its protest filed to the Developer's Agreement considered by the Board at its January 16, 2013 meeting.

In its initial protest of the Developer's Agreement, the OHTC identified the following primary concerns relating to the O'Donnell Heights Redevelopment effort:

- 1) The execution of a Development Advisory Agreement between the OHTC and the developer, which establishes certain roles, responsibilities, and rights of the O'Donnell Heights residents as it relates to the first phase of the redevelopment of O'Donnell Heights.
- 2) OHTC participation, review, and comment on development documents; notably, the development of the stand-alone Long Term Admissions and Continued Occupancy Policy document (LTA-ACOP) for the deeply subsidized units in Phase IA.
- 3) Providing requested project related transactional documents.
- 4) Concern for the long-term affordability of the project.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

As summarized in DHCD's August 28, 2013 memorandum, the items listed above have been worked through in consultation with the OHTC and the developer. While the parties did not reach full agreement on all of the issues raised, all the issues were raised, discussed, and considered.

The OHTC's general concern was that the rights and protections provided under the public housing program will continue to be available to residents in the new units at Key's Pointe (new name for redeveloped portion of O'Donnell Heights). These new units will be subsidized with Project Based Section 8 voucher funds. HABC has structured the Housing Assistance Payment (HAP) contract, which is the agreement with the developer that commits to Section 8 payments, so that the units will be managed and operated primarily in accordance with the HUD regulations governing public housing units.

This past October, following a public hearing process, HABC submitted an Amendment to its Moving to Work (MTW) Agreement to HUD allowing HABC to create LTA Project Based Section 8 units at Key's Pointe for current and former O'Donnell Heights residents. The MTW amendment was approved by HUD on December 18, 2013.

Since the last update, the developer and the OHTC also finalized the lease and house rules.

As to OHTC's concern requiring that current and former residents be in "Good Standing" in order to move to the new development, this is an existing HABC policy for public housing units and has been a part of the LTA admissions and occupancy guidelines since the start of discussions with the OHTC.

The first 21 new units at Key's Pointe were completed in the middle of December. The remaining 55 units in this first phase will be completed between now and April 2014. The DHCD looks forward to continuing to work with the OHTC to build out the rest of the development over the next decade.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**



**Legal Aid Bureau, Inc**  
**Statewide Advocacy Support Unit**  
Charles H. Dorsey, Jr. Building  
500 E. Lexington Street  
Baltimore, Maryland 21202  
(410) 951-7777  
(410) 951-7818 FAX  
www.mdlab.org

Warren S. Oliveri, Jr., President  
Wilhelm H. Joseph, Jr., Executive Director  
C. Shawn Boehringer, Chief Counsel  
Gustava E. Taler, Chief Operating Officer  
Cheryl Hystad, Director of Advocacy  
Gregory Countess, Assistant Director of Advocacy  
Janet Forrester-Hartge, Assistant Director of Advocacy  
Jennifer Goldberg, Assistant Director of Advocacy  
Yoanna Moises, Assistant Director of Advocacy  
Frank Natale, II, Assistant Director of Advocacy

To: Honorable President and Members of the  
Board of Estimates  
c/o Clerk, Board of Estimates  
City Hall Room 204

From: Gregory Countess, attorney for the  
O'Donnell Heights Tenant Council

Date: February 11, 2014

Subject: Developer's Agreement No. 1259 and  
BOE motion

Dear Mr. President and Members:

My client the O'Donnell Height's Tenant Council (hereinafter "Council") have had a chance to review the memo submitted by Commissioner Graziano dated January 3, 2014. The report was actually received by counsel and his clients on February 3, 2014. The report correctly states the status of the events reported. Though as the report suggest there are areas in which both parties do not fully agree we remain hopeful that those concerns will be fully resolved before the Housing Authority submits any request from the City to assist in financing phase 1B of the project.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Developer's Agreement No. 1259 and  
BOE motion  
Page 2

At the BOE meeting of September 18, 2013 the City Solicitor asked the Council to explain why the BOE had the jurisdiction to inquire into this matter. In addition to the reasons expressed in the Council's January 18, 2013 protest we note that the Developer's Agreement involved BOE action to approve an agreement which would allow the Developer to install new utilities to service the new construction for Phase 1 of the O'Donnell Heights Public Housing Redevelopment. The BOE on September 12, 2012, approved a HOME Loan in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00) to cover a portion of the hard construction cost for Phase IA of the O'Donnell Heights Public Housing Redevelopment.

According to the Department of Housing and Community Development in its submission to the Board, the Public Housing Redevelopment would be made available to former and current O'Donnell Heights residents. The BOE was also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction. The BOE under the authority granted it by the Charter of Baltimore City has a fiduciary duty to assure that funds which it has authorized are spent in accordance with the BOE approval. The BOE also has a responsibility to ensure that DHCD has complied with the authority and obligations it has granted and imposed by approval of the HOME Loan. The Council in its protest raised serious concerns about whether the DHCD had fulfilled its obligations to insure that the O'Donnell Public Housing Redevelopment would be available to current and former O'Donnell Heights residents. The BOE by requiring continued review of this transaction met its obligation to ensure that DHCD met the conditions imposed by BOE's approval of DHCD's request.

Sincerely,



Gregory Countess

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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 Forbes Property Management, LLC, for the sale of the City-owned property located at 1717 North Regester Street, in the Broadway East Neighborhood.

**AMOUNT OF MONEY AND SOURCE:**

\$3,310.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The property will be purchased and renovated with private funds.

The project will consist of the City-owned vacant building to be completely rehabilitated for residential use as a single-family dwelling for rental to the tenant at market rates.

The property was journalized and approved for sale on August 20, 2007.

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

The property was priced at \$4,500.00, pursuant to the Waiver Valuation Policy of Baltimore City and assessed by SDAT for \$3,000.00. The property will be sold for \$3,310.00.

The property is being sold below the price determined in accordance with the Appraisal policy of Baltimore City for the following reasons:

1. the revitalization will be to the specific benefit to the immediate community through residential, rental occupancy;
2. the elimination of blight and neighborhood stabilization;  
and
3. economic development, return the property to productive use and will return vacant buildings to the tax rolls.



DHCD - cont'd

The buyer proposes to spend approximately \$30,193.00 for acquisition and associated rehabilitation costs to complete the project.

**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**

**02/26/2014**

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 Nyree Goodin-McGrath, for the sale of the City-owned property located at 105 N. Bradford Street, Block 1707 Lot 094.

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The Department's Land Resources Division, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

In accordance with the City's Side Yard Policy, the City has agreed to convey the property known as 105 N. Bradford Street to the owner of the adjacent owner-occupied property. As a condition of the conveyance, Nyree Goodin-McGrath, has agreed to the terms of the Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the Property by virtue of the following legal authorities; Article 28, Subtitle 8 of the Baltimore City Code (2011 Edition), Article II, Section 15 of the Baltimore City Charter, 2011 Edition; and Article 13 of the City Code.

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Housing and - Interagency Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Interagency Agreement with the Department of Recreation and Parks. The period of the Interagency Agreement is effective upon Board approval through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 9910-910802-9588

**BACKGROUND/EXPLANATION:**

The funds will be used to improve the Towanda Recreation Center.

In 2007, the Maryland General Assembly passed the Maryland Education Trust Fund - Video Lottery Terminal Legislation (VLT) (Title 9, Section 1A-32), which provides Video Lottery Terminal Revenue (slots) funding to the City of Baltimore for 15 years beginning in Fiscal Year 2012 through Fiscal Year 2027 to support primarily capital community and economic development projects in the Pimlico community.

According to the legislation, 75% of the funds received by the City must be expended in the Park Heights Master Plan area, and the remaining 25% in neighborhoods and/or census tracts that are within a one-mile radius of the Pimlico Racetrack but are not included in the Master Plan area.

The Fiscal Year 2012 VLT budget included \$75,000.00 for improvement to recreation centers in the Park Heights community. When revenue estimates decreased by approximately 70% the improvements were deferred. The State provided the City with additional funding and based on additional revenue, the project is able to move ahead.

The funds will be managed by the Department of Recreation and Parks which will use existing contracts to provide new flooring, upgraded electrical and to ensure that the facility located at 4100 Towanda Avenue, Baltimore, MD 21215, complies with accessibility requirements. The period of the agreement is effective upon Board approval through June 30, 2014.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

The Department of Recreation and Parks is required to submit quarterly reports detailing expenditures and documenting how specific goals and objectives of the programs are being met.

**MBE/WBE PARTICIPATION:**

All funds will be subject to City procurement and MBE/WBE requirements.

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$75,000.00</b>	9910-903963-9587	9910-910802-9588
Pimlico Local	Park Heights	Towanda Recreation
Impact Aid -	Redevelopment	Center
VLТ (Slot	Reserve	
Funding)		

This transfer will provide funds to support the project in the Park Heights Neighborhood to be carried out by the Department of Recreation and Parks (Proposal C: Towanda Recreation Center).

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements.

**1. CITY OF BALTIMORE DEVELOPMENT CORPORATION (BDC) \$ 50,000.00**

Account: 9991-906982-9593-900059-706047

The purpose of this agreement is to provide Community Development Block Grant (CDBG) funds for the procurement of architectural services for the BDC's Façade Improvement Grant Program (FIG) that is also being funded by DHCD under its CDBG program. On June 5, 2013, the Board approved the use of CDBG funds for BDC's FIG Program. That agreement has been voided in order to separate the solicitation for contractors through CitiBuy, by the Bureau of Purchases, from the procurement of architects by the BDC. The period of the agreement is two years effective April 1, 2013.

**MWBOO GRANTED A WAIVER.**

**2. CIVIC WORKS, INC. \$138,660.00**

Account: 2089-208914-5930-425003-603051	\$ 93,000.00
2089-208914-5930-425034-603051	\$ 6,313.00
2089-208914-5930-425034-603051	\$ 30,347.00
2089-208914-5930-425081-603051	\$ 9,000.00

The purpose of this agreement is to subsidize the operating costs of the organization's programs under their Service Corps Americorps program funded by the Corporation for National and Community Service and the Governor's Office on Service and Volunteerism. Americorps members of the Community Lot program will receive landscape training while converting vacant lots in low and moderate-income areas into viable parks and gardens. Members of the Construction Apprentice Program will learn basic housing rehabilitation skills under the on-going direction and supervision of Habitat for Humanity of the Chesapeake (HFHC) Construction

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

Manager while rehabbing properties owned by the HFHC. The period of agreement is October 1, 2013 through September 30, 2014.

**FOR FY 2014, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$77,298.00, AS FOLLOWS:**

**MBE:** \$20,871.00

**WBE:** \$ 7,730.00

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 Opportunity for Persons with AIDS (HOPWA)

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

**3. LATINO ECONOMIC DEVELOPMENT OF WASHINGTON, D.C., INC. \$ 40,000.00**

Account: 2089-208914-5930-727673-603051

The City will provide CDBG funds to subsidize the operating costs of the organization's Micro Lending Program. Under the program, the organization will provide micro-loans to small, not yet bankable businesses owned by low to moderate income persons that reside in operate a small business in Baltimore City. The subgrantee's loan officer will provide services through the offices of the Southeast Community Development Corporation located at 3323 Eastern Avenue. The

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

period of the agreement is February 1, 2014 through January 31, 2015.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

As summarized in DHCD's August 28, 2013 memorandum, the items listed above have been worked through in consultation with the OHTC and the developer. While the parties did not reach full agreement on all of the issues raised, all the issues were raised, discussed, and considered.

The OHTC's general concern was that the rights and protections provided under the public housing program will continue to be available to residents in the new units at Key's Pointe (new name for redeveloped portion of O'Donnell Heights). These new units will be subsidized with Project Based Section 8 voucher funds. HABC has structured the Housing Assistance Payment (HAP) contract, which is the agreement with the developer that commits to Section 8 payments, so that the units will be managed and operated primarily in accordance with the HUD regulations governing public housing units.

This past October, following a public hearing process, HABC submitted an Amendment to its Moving to Work (MTW) Agreement to HUD allowing HABC to create LTA Project Based Section 8 units at Key's Pointe for current and former O'Donnell Heights residents. The MTW amendment was approved by HUD on December 18, 2013.

Since the last update, the developer and the OHTC also finalized the lease and house rules.

As to OHTC's concern requiring that current and former residents be in "Good Standing" in order to move to the new development, this is an existing HABC policy for public housing units and has been a part of the LTA admissions and occupancy guidelines since the start of discussions with the OHTC.

The first 21 new units at Key's Pointe were completed in the middle of December. The remaining 55 units in this first phase will be completed between now and April 2014. The DHCD looks forward to continuing to work with the OHTC to build out the rest of the development over the next decade.



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**



**Legal Aid Bureau, Inc**  
**Statewide Advocacy Support Unit**  
Charles H. Dorsey, Jr. Building  
500 E. Lexington Street  
Baltimore, Maryland 21202  
(410) 951-7777  
(410) 951-7818 FAX  
www.mdlab.org

Warren S. Oliveri, Jr., President  
Wilhelm H. Joseph, Jr., Executive Director  
C. Shawn Boehringer, Chief Counsel  
Gustava E. Taler, Chief Operating Officer  
Cheryl Hystad, Director of Advocacy  
Gregory Countess, Assistant Director of Advocacy  
Janet Forrester-Hartge, Assistant Director of Advocacy  
Jennifer Goldberg, Assistant Director of Advocacy  
Yoanna Moises, Assistant Director of Advocacy  
Frank Natale, II, Assistant Director of Advocacy

To: Honorable President and Members of the  
Board of Estimates  
c/o Clerk, Board of Estimates  
City Hall Room 204

From: Gregory Countess, attorney for the  
O'Donnell Heights Tenant Council

Date: February 11, 2014

Subject: Developer's Agreement No. 1259 and  
BOE motion

Dear Mr. President and Members:

My client the O'Donnell Height's Tenant Council (hereinafter "Council") have had a chance to review the memo submitted by Commissioner Graziano dated January 3, 2014. The report was actually received by counsel and his clients on February 3, 2014. The report correctly states the status of the events reported. Though as the report suggest there are areas in which both parties do not fully agree we remain hopeful that those concerns will be fully resolved before the Housing Authority submits any request from the City to assist in financing phase 1B of the project.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Developer's Agreement No. 1259 and  
BOE motion  
Page 2

At the BOE meeting of September 18, 2013 the City Solicitor asked the Council to explain why the BOE had the jurisdiction to inquire into this matter. In addition to the reasons expressed in the Council's January 18, 2013 protest we note that the Developer's Agreement involved BOE action to approve an agreement which would allow the Developer to install new utilities to service the new construction for Phase 1 of the O'Donnell Heights Public Housing Redevelopment. The BOE on September 12, 2012, approved a HOME Loan in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00) to cover a portion of the hard construction cost for Phase IA of the O'Donnell Heights Public Housing Redevelopment.

According to the Department of Housing and Community Development in its submission to the Board, the Public Housing Redevelopment would be made available to former and current O'Donnell Heights residents. The BOE was also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction. The BOE under the authority granted it by the Charter of Baltimore City has a fiduciary duty to assure that funds which it has authorized are spent in accordance with the BOE approval. The BOE also has a responsibility to ensure that DHCD has complied with the authority and obligations it has granted and imposed by approval of the HOME Loan. The Council in its protest raised serious concerns about whether the DHCD had fulfilled its obligations to insure that the O'Donnell Public Housing Redevelopment would be available to current and former O'Donnell Heights residents. The BOE by requiring continued review of this transaction met its obligation to ensure that DHCD met the conditions imposed by BOE's approval of DHCD's request.

Sincerely,



Gregory Countess

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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 Forbes Property Management, LLC, for the sale of the City-owned property located at 1717 North Regester Street, in the Broadway East Neighborhood.

**AMOUNT OF MONEY AND SOURCE:**

\$3,310.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The property will be purchased and renovated with private funds.

The project will consist of the City-owned vacant building to be completely rehabilitated for residential use as a single-family dwelling for rental to the tenant at market rates.

The property was journalized and approved for sale on August 20, 2007.

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

The property was priced at \$4,500.00, pursuant to the Waiver Valuation Policy of Baltimore City and assessed by SDAT for \$3,000.00. The property will be sold for \$3,310.00.

The property is being sold below the price determined in accordance with the Appraisal policy of Baltimore City for the following reasons:

1. the revitalization will be to the specific benefit to the immediate community through residential, rental occupancy;
2. the elimination of blight and neighborhood stabilization;  
and
3. economic development, return the property to productive use and will return vacant buildings to the tax rolls.

DHCD - cont'd

The buyer proposes to spend approximately \$30,193.00 for acquisition and associated rehabilitation costs to complete the project.

**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**

**02/26/2014**

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 Nyree Goodin-McGrath, for the sale of the City-owned property located at 105 N. Bradford Street, Block 1707 Lot 094.

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The Department's Land Resources Division, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

In accordance with the City's Side Yard Policy, the City has agreed to convey the property known as 105 N. Bradford Street to the owner of the adjacent owner-occupied property. As a condition of the conveyance, Nyree Goodin-McGrath, has agreed to the terms of the Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the Property by virtue of the following legal authorities; Article 28, Subtitle 8 of the Baltimore City Code (2011 Edition), Article II, Section 15 of the Baltimore City Charter, 2011 Edition; and Article 13 of the City Code.

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Department of Housing and - Interagency Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Interagency Agreement with the Department of Recreation and Parks. The period of the Interagency Agreement is effective upon Board approval through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 9910-910802-9588

**BACKGROUND/EXPLANATION:**

The funds will be used to improve the Towanda Recreation Center.

In 2007, the Maryland General Assembly passed the Maryland Education Trust Fund - Video Lottery Terminal Legislation (VLT) (Title 9, Section 1A-32), which provides Video Lottery Terminal Revenue (slots) funding to the City of Baltimore for 15 years beginning in Fiscal Year 2012 through Fiscal Year 2027 to support primarily capital community and economic development projects in the Pimlico community.

According to the legislation, 75% of the funds received by the City must be expended in the Park Heights Master Plan area, and the remaining 25% in neighborhoods and/or census tracts that are within a one-mile radius of the Pimlico Racetrack but are not included in the Master Plan area.

The Fiscal Year 2012 VLT budget included \$75,000.00 for improvement to recreation centers in the Park Heights community. When revenue estimates decreased by approximately 70% the improvements were deferred. The State provided the City with additional funding and based on additional revenue, the project is able to move ahead.

The funds will be managed by the Department of Recreation and Parks which will use existing contracts to provide new flooring, upgraded electrical and to ensure that the facility located at 4100 Towanda Avenue, Baltimore, MD 21215, complies with accessibility requirements. The period of the agreement is effective upon Board approval through June 30, 2014.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

The Department of Recreation and Parks is required to submit quarterly reports detailing expenditures and documenting how specific goals and objectives of the programs are being met.

**MBE/WBE PARTICIPATION:**

All funds will be subject to City procurement and MBE/WBE requirements.

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$75,000.00</b>	9910-903963-9587	9910-910802-9588
Pimlico Local	Park Heights	Towanda Recreation
Impact Aid -	Redevelopment	Center
VLТ (Slot	Reserve	
Funding)		

This transfer will provide funds to support the project in the Park Heights Neighborhood to be carried out by the Department of Recreation and Parks (Proposal C: Towanda Recreation Center).

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

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements.

**1. CITY OF BALTIMORE DEVELOPMENT CORPORATION (BDC) \$ 50,000.00**

Account: 9991-906982-9593-900059-706047

The purpose of this agreement is to provide Community Development Block Grant (CDBG) funds for the procurement of architectural services for the BDC's Façade Improvement Grant Program (FIG) that is also being funded by DHCD under its CDBG program. On June 5, 2013, the Board approved the use of CDBG funds for BDC's FIG Program. That agreement has been voided in order to separate the solicitation for contractors through CitiBuy, by the Bureau of Purchases, from the procurement of architects by the BDC. The period of the agreement is two years effective April 1, 2013.

**MWBOO GRANTED A WAIVER.**

**2. CIVIC WORKS, INC. \$138,660.00**

Account: 2089-208914-5930-425003-603051	\$ 93,000.00
2089-208914-5930-425034-603051	\$ 6,313.00
2089-208914-5930-425034-603051	\$ 30,347.00
2089-208914-5930-425081-603051	\$ 9,000.00

The purpose of this agreement is to subsidize the operating costs of the organization's programs under their Service Corps Americorps program funded by the Corporation for National and Community Service and the Governor's Office on Service and Volunteerism. Americorps members of the Community Lot program will receive landscape training while converting vacant lots in low and moderate-income areas into viable parks and gardens. Members of the Construction Apprentice Program will learn basic housing rehabilitation skills under the on-going direction and supervision of Habitat for Humanity of the Chesapeake (HFHC) Construction



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

Manager while rehabbing properties owned by the HFHC. The period of agreement is October 1, 2013 through September 30, 2014.

**FOR FY 2014, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$77,298.00, AS FOLLOWS:**

**MBE:** \$20,871.00

**WBE:** \$ 7,730.00

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 Opportunity for Persons with AIDS (HOPWA)

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

**3. LATINO ECONOMIC DEVELOPMENT OF WASHINGTON, D.C., INC. \$ 40,000.00**

Account: 2089-208914-5930-727673-603051

The City will provide CDBG funds to subsidize the operating costs of the organization's Micro Lending Program. Under the program, the organization will provide micro-loans to small, not yet bankable businesses owned by low to moderate income persons that reside in operate a small business in Baltimore City. The subgrantee's loan officer will provide services through the offices of the Southeast Community Development Corporation located at 3323 Eastern Avenue. The

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

DHCD - cont'd

period of the agreement is February 1, 2014 through January 31, 2015.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

78 - 81

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

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

AGENDA

BOARD OF ESTIMATES

02/26/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

1. B50003162, Fire           Municipal Emergency \$ 150,000.00  
Hose                           Services, Inc.

(Fire Department)

**MWBOO GRANTED A WAIVER.**

2. B50003298, Various   Tri County Petro-       \$2,000,000.00  
Oils and Lubri-       leum, Inc. d/b/a  
cants                   PetroChoice

PPC Lubricants,  
Inc.

(Agencies - Various)

**MWBOO GRANTED A WAIVER.**

3. B50003305, O.E.M.   Hickory Inter-       \$ 200,000.00  
Parts and Service   national d/b/a  
for Exmark Mowers   Baltimore Turf  
Equipment

BMR INC d/b/a  
Lawn and Power  
Equip

(Agencies - Various)

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

02/26/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- 4. B50003321, New Security Equipment \$ 225,000.00  
Holland Equip- Co.  
ment O.E.M.  
Parts and Service

(Department of General Services, Fleet Management)

**MWBOO GRANTED A WAIVER.**

- 5. B50003316, Monad- **REJECTION** - Vendors were solicited by  
nock Flex Cuffs posting on CitiBuy, eMaryland Market-  
place and in local newspapers. The sole  
bidder's unit prices were not  
considered fair and reasonable.

(Police Department)

**MWBOO GRANTED A WAIVER.**

Department of Transportation

- 6. TR 05309, Reis- Concrete General, \$9,041,628.00  
terstown Road Inc.  
Streetscape:  
Northern Parkway  
to City Line

<b>DBE:</b> Priority Construction Corp.	\$1,877,844.75	20.77%
Metro Petroleum, Inc.	64,745.97	0.72%
Island Builder Services, Inc.	25,650.00	0.28%
Bay City Construction, Inc.	201,750.00	2.23%
	<u>\$2,169,990.72</u>	<u>24.00%</u>

AGENDA

BOARD OF ESTIMATES

02/26/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 1,500,000.00	9950-903454-9509	
MVR	Constr. Res.	
	Reisterstown Road	
	Streetscape	
8,000,000.00	" "	
FED		
768,890.08	9950-944002-9507	
FED	Reserve for Closeouts	
<u>\$10,268,890.08</u>		
\$ 8,661,628.00	-----	9950-902454-9508-6
		Structure & Improv.
866,162.80	-----	9950-902454-9508-5
		Inspection
741,099.28	-----	9950-902454-9508-2
<u>\$10,268,890.08</u>		Contingencies
		Reisterstown Road
		Streetscape -
		Northern Parkway
		to City Line

This transfer will fund the costs associated with award of the project TR 05309, Reisterstown Road Streetscape - Northern Parkway to City Line, to Concrete General, Inc.

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 478,231.80	9962-903521-9563	
Others	Constr. Res.	
	Conduit Manhole	
	Reconstruction	

AGENDA

BOARD OF ESTIMATES

02/26/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

\$ 380,000.00	-----	9962-907064-9562-6 Structure & Improv.
38,000.00	-----	9962-907064-9562-5 Inspection
60,231.80	-----	9962-907064-9562-2 Contingencies
<u>\$ 478,231.80</u>		Reisterstown Road Streetscape - Northern Parkway to City Line

This transfer will fund the costs associated with award of the project TR 05309, Reisterstown Road Streetscape - Northern Parkway to City Line, to Concrete General, Inc.

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

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

---

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify service and approve payment to LiteCloud, Inc. (LiteCloud). The invoices are for the periods April 2012 - March 2013, April 2013, May 2013, June 2013, July 2013, August 2013, September 2013, October 2013, and November 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$12,000.00 - 1001-000000-1474-167700-605008

**BACKGROUND/EXPLANATION:**

LiteCloud provides internet services for the City of Baltimore's Enterprise network. The invoices are for Lifetalk Hosted SIP Origination/Termination and Lifetalk Hosted VoIP.

MOIT was originally using the vendor LiteCast/Balticore, LLC (LiteCast) to supply these services. However, Litecast sold portions of their company to LiteCloud. The services that MOIT are using now fall under LiteCloud. MOIT was unable to cover invoices with LiteCloud until they were completely separated from the previous vendor. LiteCloud now has a federal ID number and is registered in CitiBuy. MOIT is now able to cover the open invoices to LiteCloud which total \$12,000.00. The payment covers the period of April 2012 through November 2013. Purchase Order No. P525460 has been created to cover December 2013.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**



**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

Minority and Women Business - Report on SC 913  
Opportunity Office (MWBOO)

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the Report on SC 913.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 12, 2014, the Board requested that the Minority and Women's Business Opportunity Office (MWBOO) report back to the Board regarding certain allegations proffered by Mr. Arnold Jolivet in connection with the Department of Public Works' recommendation to award contract SC 913 to Metra Industries, Inc. Peer Consultants, P.C. was named in Metra's bid as its MBE subcontractor.

Mr. Jolivet protested the award challenging Peer Consultants' M/WBE status. Peer Consultants is certified by the City as an African-American female-owned firm. Mr. Jolivet alleged that Peer Consultants is certified as an Asian American firm by the Maryland Department of Transportation (MDOT).

The MWBOO reviewed the MDOT directory. The MDOT MBE/WBE certification directory shows Peer Consultants as being certified as an African-American female-owned firm.

AGENDA

BOARD OF ESTIMATES

02/26/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Yolanda F. Cason*	2014 International	Parking	\$7,178.56
Aubrey Sparenberg	Parking Institute	Fund	
Lori J. Faison	Conference & Expo.		
Valerie D. Henry	Dallas, TX		
	June 01 - 5, 2014		
	(Reg. Fees \$540.00 ea.)		
	(Reg. Fees \$640.00*)		

The subsistence rate for this area is \$194.00 per day. The hotel rate is \$199.00 per night plus 12% per night hotel tax. The Department of Transportation is requesting additional subsistence in the amount of \$20.00 to cover the hotel accommodations, and \$40.00 per day cover the cost of food. The additional subsistence totaling \$180.00 has been added to the total.

The Department of Transportation is requesting subsistence in the amount of \$160.00 only for Ms. Valerie D. Henry. She will share a room with Ms. Lori J. Faison.

Fire and Police Employees' Retirement System

2. Peter Keith	Protecting Securities Portfolios	Special Funds -	\$1,385.00
	Against Fraud Seminar	Fire & Police	
	New York, NY		
	Mar. 30 - Apr. 1, 2014		
	(Reg. Fee \$499.00)		

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
3. Donald Salamone	AAABA Annual Mtg. Tampa, FL Feb. 27 - Mar. 2, 2014	Base- ball Funds	\$1,065.71

Mr. Salamone will visit other sites/locations to meet with Heads of other Franchises to view the different baseball fields and facilities. At this time, some of the locations have been determined. The other sites are given to attendees while at the Annual Meeting. All information will be used to enhance the baseball programs offered by the City of Baltimore. Mr. Salamone therefore requests approval for a rental vehicle in the amount of \$123.71.

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip. (AM-240-8)

Police Department

4. Bradley Hood	Top Gun Training Fort Indiantown, PA May 4 - May 10, 2014		\$ 0.00
-----------------	---	--	---------

Board of Elections

5. Aureilia Jones Hakima Shaulis Frankie Powell Lawrence Cager, Sr. Deitra Redmond Terri Marciszewski Armstead B. Jones, Sr. Abigail Goldman Catherine Brown Rochelle Lucas Tara Andrews* Ann MacNeille* Eleanor Wang	MD Assoc. of Election Officials Annual Conf. Ocean City, MD Mar. 24 - 28, 2014 (Reg. Fee \$225.00 ea) (Reg. Fee \$110.00 ea)*	Subsis- tence Allowance Travel	\$9,804.30
---	---	---	------------

**AGENDA**

**BOARD OF ESTIMATES**

**02/26/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	--------------------	---------------

Board of Elections - cont'd

The above-attendees will attend Election related seminars regarding new Mandated Laws, Early voting, etc. Ms. Andrews and Ms. MacNeille are Board Members that are required to stay only one night. Ms. Wang is also a Board Member however, she will be required to stay two nights because she will be a guest speaker.

Department of Public Works

6. John Huang	The Utility Management Conf. 2014 Savannah, GA Feb. 25 - 28, 2014 (Reg. Fee \$1,020.00)	Water Engi- neering	\$2,015.00
---------------	--	------------------------	------------

DPW-Bureau of Water & Wastewater

7. Velda B. Smith	Pittcon Conference & Expo 2014 Chicago, IL Mar. 2 - 7, 2014 (Reg. Fee \$300.00)	Water Utility Fund	\$1,921.00
8. Samuel O. Atolaiye	Design-Build for Water/Wastewater Conference San Jose, CA Mar. 17 - 19, 2014 (Reg. Fee \$725.00)	Water & Waste- water Constr. Mgmt.	\$2,805.04

The subsistence rate for this location is \$200.00 per night. The hotel cost is \$219.00, not including hotel tax \$99.03 and Tourism Business Improvement District tax of \$2.00 per night. The Department is requesting \$57.00 to cover the cost of the hotel and \$40.00 per day for meals. In addition, the Department is requesting \$40.00 for meals on the date of departure because he will be in travel status until 11:55 PM.

AGENDA

BOARD OF ESTIMATES

02/26/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	--------------------	---------------

RATIFICATION OF TRAVEL

Health Department

9. Lori Toscano	Bi-National Seminar Brazil and USA Brasilia, Brazil Feb 2 - 6, 2014		\$ 0.00
-----------------	--	--	---------

Ms. Toscano was invited to be a speaker by the sponsor. All of her costs were paid by the sponsor, JAPER. This travel request is late because of delays in the administrative review process.

APPROVAL AND REIMBURSEMENT

10. Cathy Costa	CityMatCH 2 <sup>nd</sup> Equity Institute Training New Orleans, LA Jan 15 - 17, 2014	Care first	\$912.86
-----------------	---	---------------	----------

TRAVEL REIMBURSEMENT

\$487.20 - Airfare	\$912.86
7.00 - Parking	-487.20 airfare
318.00 - Hotel	<u>\$425.66</u> - Disbursement to
47.34 - Occupancy Taxes	Ms. Costa
53.32 - Food	
<b>\$912.86</b>	

Ms. Costa's airfare in the amount of \$487.20 was prepaid on a City-issued credit card assigned to Ms Jacqueline Duval-Harvey. The amount to be disbursed to Ms. Costa is \$425.66.

Ms. Costa's travel is late because she was waiting for the sponsor, CityMatCH to finalize group hotel reservations. The reservations were not completed until the week prior to the event.

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED