

**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:

  
Clerk \_\_\_\_\_ Date **JAN 22 2014**

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

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

## BOARD OF ESTIMATES' AGENDA - MARCH 05, 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:

Absolute Underground, Inc.	\$ 8,000,000.00
Brenford Environmental Systems, LP	\$ 8,000,000.00
CAM Construction Co., Inc.	\$ 66,915,000.00
Concrete Protection & Restoration, Inc.	\$ 31,995,000.00
F & F Landscaping, Inc.	\$ 8,000,000.00
G.A. & F.C. Wagman, Inc.	\$ 558,288,000.00
Jay Cashman, Inc.	\$ 186,516,000.00
Piedmont Hoist and Crane, Inc.	\$ 1,500,000.00
Robinson Pipe Cleaning Company	\$ 43,506,000.00
S & J Service, Inc.	\$ 1,500,000.00
Tito Contractors, Inc.	\$ 24,885,000.00

#### 2. Prequalification of Architects and Engineers

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

Alpha Construction and Engineering Corporation	Engineer
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2. Prequalification of Architects and Engineers - cont'd

C.C. Johnson & Malhotra, P.C.	Architect, Engineer Property Line Survey
Grimm & Parker Architects	Architect
iDesign Engineering, Inc.	Landscape Architect Engineer
Itenology Corporation	Engineer
KPN Architects	Architect
P.E.L.A. Design, Inc.	Landscape Architect
Structura, Inc.	Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Tonya Roberson, Personal Rep. of the Estate of Rebecca E. Floyd	1423 Ensor St.	L/H	\$29,730.00
2. Walter Y. Goodwich	1830 Etting St.	G/R \$72.00	\$ 600.00
3. Brooks White	1420 Holbrook St.	F/S	\$62,370.00
4. Rosalee Perkins & Edward Perkins (Deceased)	1422 Holbrook St.	L/H	\$38,700.00
5. Bee Home, LLC	1432 Holbrook St.	F/S	\$45,500.00
6. George E. Slade	1636 Holbrook St.	L/H	\$35,550.00
7. The Marion I & Henry J. Knott Foundation, Inc.	1636 Holdbrook St.	G/R \$84.00	\$ 700.00
8. 10NC Properties, LLC	1614 W. Lanvale St.	L/H	\$ 8,900.00
9. Laurens Purchase, LLC	567 Laurens St.	L/H	\$22,067.00

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**BOARD OF ESTIMATES**

**03/05/2014**

**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
10. Jack W. Stollof & Harvey M. Nusbaum, the former Directors of Jack & Harvey, Inc.	567 Laurens St.	G/R \$56.00	\$ 600.00
11. Addie Hall, Lyla Crosland, Thomasteana Keith & Ineda Jones	1947 N. Patterson Park Ave.	L/H	\$19,250.00
12. Fairway Woods, LLC	1947 N. Patterson Park Ave.	G/R \$60.00	\$ 500.00
13. Rev. Eleanor Schieferstein	1927 Pearlman Place	F/S	\$19,800.00
14. Ira Oring and Nancy Oring	1026 N. Stricker St.	G/R \$70.00	\$ 641.00
15. Walter Caldwell & Tari S. Caldwell	1032 N. Stricker St.	F/S	\$30,000.00

Funds are available in Account No. 9910-905507-9588-900000-704040, AG Demolition Project.

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BOARD OF ESTIMATES

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OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
16. Margaret Sippel, Personal Rep. of the Estate of Herman Sippel	1627 E. North Ave.	G/R \$90.00	\$ 600.00

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

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

DHCD - Condemnations

17. PMD, LLC.	1702 Crystal Ave.	L/H	\$54,000.00
18. Roland Whitley	547 Laurens St.	F/S	\$25,500.00
19. James Law	1016 N. Stricker St.	L/H	\$21,500.00
20. City Homes Patriots V, LLC	1026 N. Stricker St.	L/H	\$41,417.00
21. Phyllis Gimbel	1614 W. Lanvale St.	G/R \$90.00	\$ 600.00

The Board is requested to approve the acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to prior approval of the Board, make application to the Maryland Department of Assessment and Taxation to redeem or extinguish the ground rent interest for the property.

Funds are available in Account No. 9910-905507-9588-900000-704040, AG Demolition Project.



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**BOARD OF ESTIMATES**

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Baltimore Development Corporation - Governmental Charitable Solicitations Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitations Application for submission to the Baltimore City Ethics Board to permit the employees of the Emerging Technology Centers (ETC) to solicit funds for ETC programs.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction. Sponsorship will be solicited from Baltimore-area businesses and private foundations.

**BACKGROUND/EXPLANATION:**

The ETC would like to create a Public Private Partnership for the purpose of supplementing the ongoing City subsidy to ETC, Baltimore's technology business incubator. The funds will be used for the support, growth and community development within the technology business sector by hosting small scale events; such as midday working or learning sessions, morning round tables, technology hackathons, working group type meet ups and various collaborative exchanges among emerging and entrepreneurial companies to promote synergies. The sponsorship contributions go towards promotional efforts to enhance and grow this important community of small business entrepreneurs and their collaborations.

Generally, the solicitations will be made by ETC senior staff members to certain key industry or category service providers and or corporations. The solicitations are expressly for one and only one event and for the sole purpose of advancing knowledge for private sector companies that are associated with the ETC. Businesses dealing in financial services, banking, law, accounting, construction, medical devices, and others, as appropriate, will be solicited for sponsorship funding.

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**03/05/2014**

BDC - cont'd

Criteria for targeting a corporate entity for solicitation will include: commitment to overall community, value to overall community, perceived interest in the growing technology community in Baltimore, and interest in entrepreneurship. These firms may or may not be controlled donors, and can include the larger firms in the City. Solicitations will be made in the context of a scheduled formal meeting, with presentation materials, detailed budgets, and follow-up as required. The ETC will not provide exclusive access to ETC clients to any sponsors.

Baltimore City Code Article B, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity that has been pre-approved by the Ethics Board. Ethic Regulation 96.36B sets out the standards for approval, which include the requirement that the program, function or activity to be benefitted and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

**MBE/WBE PARTICIPATION:**

It is a stated goal of the ETC to recruit more WBE/MBE companies and this goal will be emphasized regarding the sponsorship funding effort. Currently, the ETC's portfolio of over 80 companies is made up of 40% MBE/WBE companies. Please note this statistic varies based on individual companies and their business status and the ETC's variable company graduation rate which averages 26 months.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Real Estate - Renewal of License Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the License Agreement with Family Learning, Inc. aka The Greenmount School, (tenant) for the rental of 501 W. 30<sup>th</sup> Street. The period of the renewal is August 1, 2014 through July 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

Annual Rent

\$8,190.00

The annual rent is payable in full on the first day of the renewal of the License Agreement.

**BACKGROUND/EXPLANATION:**

On February 3, 2010, the Board approved the License Agreement for a five-year term commencing August 1, 2009 and terminating July 31, 2014, with one, 5-year renewal option remaining.

Family Learning, Inc. aka The Greenmount School would like to exercise their renewal option for one 5-year term. All other terms and provisions of the License Agreement dated August 1, 2009, will remain in full force and effect.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Department - Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notice of Award (NoA) from the U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA). The period of the NoA is March 1, 2014 through February 28, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$5,301,335.00 - 4000-427714-3023-606100-404001  
500,844.00 - 4000-498714-3023-606100-404001  
**\$5,802,179.00**

**BACKGROUND/EXPLANATION:**

This NoA will allow the Department to provide funds for essential HIV/AIDS health care and other support services to those who lack or are only partially covered by health insurance.

The NoA is late because it was received on January 23, 2014.

**APPROVED FOR FUNDS BY FINANCE**

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

(The Notice of Award and terms and conditions have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Department - Acceptance of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from Weight Watchers Healthy Communities Grant Program. The period of the Grant is February 1, 2013 through January 31, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 6000-618914-3080-294600-406001

**BACKGROUND/EXPLANATION:**

The Department will use the grant funds to expand the B'more Fit for Healthy Babies Program which serves postpartum, low-income African American and Latina women in the 21215 Park Heights, 21201 and 21216 Upton, Druid Heights and 21224 Highlandtown zip codes of Baltimore City.

The Grant Award is late because it was received on January 30, 2014.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Department - Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging. The period of the grant award is October 1, 2013 through September 30, 2014.

**ACTION REQUESTED OF B/E:**

\$286,355.00	-	4000-433514-3024-268400-404001	-	Title III B/Access to Senior Services
354,049.00	-	4000-432914-3024-295900-404001	-	Title III C-1/ Congregate Meals
188,725.00	-	4000-434314-3254-316200-404001	-	Title III C-2/ Home Delivered Meals
11,038.00	-	4000-436214-3255-271200-404001	-	Title III D/Health Promotion & Educ.
128,889.00	-	4000-436114-3255-271200-404001	-	Title III E/ National Family Caregivers
<u>26,754.00</u>	-	4000-433914-3023-295900-404001	-	Title VII Ombudsman /Elder Abuse

**\$995,810.00**

**BACKGROUND/EXPLANATION:**

The total NGA amount is \$3,422,050.00. Since this is an interim NGA for approximately 29% of the FY 14 Title III's allocation, the Health Department is only receiving \$995,810.00. This grant is contingent upon approval of the FY 14 Federal Appropriation of funds for the Administration of the Older Americans Act. The Health Department will utilize the funds to provide coordinated and accessible services for seniors in Baltimore City.

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**BOARD OF ESTIMATES**

**03/05/2014**

Health Dept. - cont'd

The Notification of Grant Award is late because the Health Department just received it from MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Department - Agreements

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

1. **GREATER BALTIMORE AHC INC./** **\$ 0.00**  
**D/B/A AHC GREATER BALTIMORE**

The organization's Monte Verde Apartments will serve as a Volunteer Station for the Senior Companion Program (SCP). Through a grant from the Corporation for National and Community Service, the Health Department sponsors the SCP. The grant pays 100% of the cost for Senior Companions to volunteer to assist special needs clients who want to remain in their homes. While the Senior Companions are on duty, the grant provides for their life insurance, transportation, and other benefits. The period of the agreement is February 1, 2014 through June 30, 2014.

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$99,844.00**  
**SCHOOL OF MEDICINE**

Account: 1001-000000-3030-271500-603051

The JHU's School of Medicine will provide a physician to serve as Medical Officer of Clinical Services with a variety of public health, research and clinical expertise and assistance in the areas of sexually transmitted diseases, HIV, and tuberculosis will be provided. The period of the agreement is July 1, 2013 through June 30, 2014.

The agreement is late due to federal budget cuts, the Department was unable to confirm funding for this agreement with the service provider.



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Department - cont'd

**3. THE JOHNS HOPKINS UNIVERSITY (JHU) \$297,139.00**

Account: 4000-427713-3023-599610-603051

The JHU will provide outpatient ambulatory health services for the Ryan White Part A Program. The services will include high quality, easily accessible HIV outpatient medical treatment with the Sexually Transmitted Disease Clinic. The period of the agreement is September 1, 2013 through February 28, 2014.

The Ryan White Part A contract is being submitted late because of the delay in the allocation of funds to providers.

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

Account: 4000-424514-3023-599620-603051

The JHU will provide Non-Medical Case Management Services at the Baltimore City Health Department's Sexually Transmitted Disease Clinics for the Ryan White Part B Program. The Patient Advocate and Case Manager will triage the support service needs and link patients with in-clinic medical case management, mental health, and primary care services to reduce barriers to care and increase treatment adherence.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (EXCEPT ITEM NO. 1) AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Department - Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an agreement with the Johns Hopkins University (JHU), School of Medicine for Alcohol-Exposed Pregnancy Intervention Services. The Board is also requested to approve and authorize payment to the JHU. The period of the agreement was September 30, 2012 through September 29, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$195,941.00 - 4000-421713-3030-271500-603051

**BACKGROUND/EXPLANATION:**

On August 15, 2012, the Board approved the Notice of Grant Award (NoA) and Agreement from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral, Hepatitis, STDs, and TB Prevention. The NoA was for the period September 30, 2012 through September 29, 2013, in the amount of \$313,506.00.

On April 9, 2013, the Department prepared an agreement with the JHU. Due to lengthy budget negotiations and revisions, the agreement was put on hold pending approval of the no-cost time extension.

On November 27, 2013, the Board approved the revised NoA which extended the budget and project period end dates to September 29, 2014, to allow the Department time to complete the project.

The agreement with the JHU was revised to reflect a two year period, and then it was later decided that the Department should prepare two separate agreements. This agreement was for the budget period of September 30, 2012 through September 29, 2013 and has expired. The JHU provided services for this period. The

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Health Dept. - cont'd

Department is requesting the Board to ratify the agreement and authorize payment to the JHU.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

EXTRA WORK ORDERS

\* \* \* \* \*

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following page:

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The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

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**EXTRA WORK ORDERS**

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

Department of Transportation

1. EWO #005, (\$1.02) - TR 11011, Citywide Traffic Calming JOC				
\$1,419,704.80	\$184,001.45	P. Flanigan & Sons, Inc.	-	-

2. EWO #005, (\$11,436.79) - TR 02377, Resurfacing Potee Street from Hanover Street to Reedbird Avenue/from Frankfurst Avenue to City Line				
\$1,834,828.55	\$ 13,083.83	P. Flanigan & Sons, Inc.	-	100

The extra work authorization is necessary for payment of overruns items, deduction of amount not needed due to under run or not used items, and to balance out the contract.

3. EWO #007, (\$0.19) - TR 10319, York Road Rehabilitation from 43 <sup>rd</sup> Street to Glenwood Avenue				
\$2,783,413.10	\$113,442.71	P. Flanigan & Sons, Inc.	-	-

Bureau of Water and Wastewater

4. EWO #030, \$75,134.66 - SC 855 - ENR Modifications to Existing Facilities at Patapsco Wastewater Treatment Plant				
\$22,727,000.00	\$317,131.82	Fru-Con Construction, LLC	0	95

Plant Operations, together with Johnson, Mirmiran & Thompson, the design engineer, requested Construction Management to modify the Purge Blower System on Reactors 1-6.

These modifications included removal, relocation and replacement of valves to ensure that the low explosive level detection system on the reactors will work efficiently with SC 855 modifications to the reactors.

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**BOARD OF ESTIMATES**

**03/05/2014**

**PERSONNEL**

Department of Human Resources - Personnel Matters

The Board is requested to approve the following Personnel matters:

Office of the Comptroller

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>MARY PATRICIA TURCHI</b>	\$21.40	<b>\$20,365.00</b>

Account: 1001-000000-1300-157300-601009

Ms. Turchi will continue to work as a Special Board of Estimates Technician I. Her duties will include but will not be limited to assisting in the preparation of the agenda, minutes, and maintenance of records and files for the Board of Estimates. She will also assist in researching Board documents to respond to MPIA requests and other requests, work on assigned projects and provide additional administrative support for Board functions. The period of the agreement is effective upon Board approval for six months.

Department of Communication Services

2. <b>KIMBERLY DENT</b>	\$14.63	<b>\$22,822.80</b>
3. <b>MEGAN TOWNES</b>	\$14.63	<b>\$22,822.80</b>

Account: 2039-000000-1330-158400-601009

These individuals will each work as a Contract Services Specialist (Telephone Operator I) for the Department of Communication Services, Municipal Telephone Exchange. Their duties will include but not be limited to operating a Centrex telephone console and computer terminal to answer incoming calls, making connections to complete incoming, outgoing and extension to extension calls, reporting telephone equipment that is out of order, answering calls for information and assistance and from City residents and routing calls to proper authorities. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

03/05/2014

PERSONNEL

DHR - Department of Public Works

4. a. Abolish the following positions:

52931 - Laborer  
Grade: 482 (\$28,309.00 - \$29,425.00)  
Job Nos. 5152 - 35935

33252 - Typist II  
Grade: 075 (\$26,842.00 - \$30,511.00)  
Job Nos. 5131 - 35911

b. Create the following position:

00142 - Executive Level I  
Grade: 948 (\$56,300.00 - \$101,200.00)  
Job No. to be assigned by BBMR

Cost: (\$7,318.00) - 1001-000000-1901-191300-601001

Department of Human Resources

5. Reclassify the following:

From: 10248 - HR Policy Analyst  
Grade: 116 (\$55,000.00 - \$77,500.00)  
Job No. 1603-46293

To: 00142 - Executive Level I  
Grade: 948 (\$56,300.00 - \$101,200.00)

Cost: \$2,676.00 - 1001-000000-1603-172500-601001

**THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDIUTRE CONTROL COMMITTEE.**

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

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**BOARD OF ESTIMATES**

**03/05/2014**

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

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

1. **VOLUNTEERS OF AMERICA CHESAPEAKE, INC. (VOAC)** **\$107,474.50**

Account: 4000-496213-3572-591462-603051

Under the terms of this Continuum of Care Program Agreement, the VOAC will provide temporary housing assistance and supportive services for 61 homeless families. The period of the agreement is January 1, 2014 through December 31, 2014.

The Continuum of Care Program Agreement is late because of delays at the administrative level.

**MWBOO GRANTED A WAIVER.**

2. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION** **\$ 80,000.00**

Account: 5000-523114-3571-333750-603051

Under the terms of this Homelessness Prevention Program Grant Agreement, the organization will provide eviction prevention and case management assistance to Baltimore City residents. The period of the agreement is January 1, 2014 through June 30, 2014.

The Homelessness Prevention Program Grant Agreement is late because of delays at the administrative level.

**MWBOO GRANTED A WAIVER.**



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

MOHS - cont'd

3. **METRO DELTA EDUCATIONAL PROGRAMS, INC.** **\$ 51,217.00**

Account: 5000-586814-6051-516300-603051

Under the terms of this Head Start Program Grant Agreement, the organization will provide services to 54 children and their families during the summer months of June through August for five days per week.

The program services provided will strengthen the Head Start Early Learning Framework Outcomes and focus on additional support in the areas of math and science. The organization will hire Lead Teachers, Assistant Teachers, Floater Aides, a Literacy Coordinator, a Cook, a Van Driver, and a Custodian. Books and other materials will be purchased for the classroom to enhance and further develop language skills and cognitive development in a variety of content areas.

The children will also attend a field trip to the Baltimore Zoo and the Maryland Science Center. The period of the Head Start Program Grant Agreement is effective upon Board approval through September 30, 2014.

**MWBOO GRANTED A WAIVER.**

4. **ASSOCIATED CATHOLIC CHARITIES, INC./ ST. JEROME HEAD START PROGRAM** **\$ 68,290.00**

Account: 5000-586814-6051-516600-603051

Under the terms of this Head Start Program Grant Agreement, the funds will be used for the operation of the St. Jerome Head Start Program to provide services to 72 children and their families during the summer months of June through July for five days per week.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

MOHS - cont'd

The services will focus on intentional instruction to increase physical activity, analysis and reasoning and overall proficiency. The program will also purchase needed supplies and equipment and schedule two field trips. The period of the Head Start Program Grant Agreement is effective upon Board approval through September 30, 2014.

**MWBOO GRANTED A WAIVER.**

5. **UNITY METHODIST CHURCH/UMOJA** **\$ 37,938.00**  
**HEAD START PROGRAM**

Account: 5000-586814-6051-517000-603051

Under the terms of this Head Start Program Grant Agreement, the funds will be used for the operation of the UMOJA Head Start Program to provide services to 40 children and their families during the summer months of June through August for five days per week.

The funds will also be used to expand one classroom to an extended day class and to provide activities and field trip opportunities to enhance the children's cognitive and social development. The period of the Head Start Program Grant Agreement is effective upon Board approval through September 30, 2014.

6. **DAYSPRING PROGRAMS, INC./DAYSPRING** **\$ 94,847.00**  
**HEAD START PROGRAM**

Account: 5000-586814-6051-515600-603051

Under the terms of this Head Start Program Grant Agreement, the funds will be used for the operation of the Dayspring Head Start Program to provide services to 100 children and their families during the summer months of June through August for five days per week.

The organization will use the funds to hire education staff

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

MOHS - cont'd

who will focus on school readiness during the summer months. The funds will also be used to purchase classroom supplies and plan multiple field trips to enhance classroom experiences. The period of the Head Start Program Grant Agreement is effective upon Board approval through September 30, 2014.

**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**

**03/05/2014**

Mayor's Office of Human Services (MOHS) - Funding Advances for Sub-Recipients of the U.S. Department of Housing and Urban Development's Continuum of Care Grant Program

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize funding advances for Sub-Recipients of the U.S. Department of Housing and Urban Development's (HUD) - Continuum of Care (COC) Grant Program.

**AMOUNT OF MONEY AND SOURCE:**

\$1,665,723.01 - Account Nos. various

**BACKGROUND/EXPLANATION:**

HUD announced the renewal of Baltimore City's COC grant in December of 2013. However, due to the sequestration that occurred in 2013, the issuance of the official agreement will be delayed until at least April of 2014. The MOHS uses this funding to provide rental assistance, supportive services, and operating support through contracts with non-profits throughout Baltimore City. Due to the delay in the receipt of an official agreement, several of these sub-recipients will stop receiving payments for these contracts effective January 31, 2014.

Therefore, the MOHS requests approval of up to three months of advance funding for rental assistance contracts to ensure that the supported citizens are not evicted from their housing. The MOHS also requests up to two months of advance funding for contracts that provide supportive services to the aforementioned citizens. Upon issuance of the official agreement from HUD, the MOHS will issue contracts that will cover the remainder of their agreements taking into account funds already disbursed with these advances. This request covers the following advances:

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

MOHS - cont'd

Provider Name	Prior Award #	Months	Advance Requested	Budget Account Number	New Award Start Date	New Award End Date	Assistance Type
St. Ambrose Housing Aid Center	35632	3	\$33,193.24	4000-496313-3573-591252-603051	3/15/14	3/14/15	Rental Assistance
The Women's Housing Coalition, Inc.	35633	3	29,505.10	4000-496313-3573-591235-603051	3/16/14	3/15/15	Rental Assistance
HealthCare Access Maryland, Inc.	35649	2	26,010.21	4000-496213-3571-591410-603051	2/1/14	1/31/15	Supportive
Associated Catholic Charities, Inc.	35650	2	15,416.76	4000-496213-3572-591404-603051	2/1/14	1/31/15	Supportive
Associated Catholic Charities, Inc.	35651	2	46,425.23	4000-496213-3572-591404-603051	2/1/14	1/31/15	Supportive
Manna House, Inc.	35652	2	12,290.63	4000-496213-3571-591420-603051	2/1/14	1/31/15	Supportive
Marian House, Inc.	35653	2	32,139.13	4000-496213-3572-591419-603051	2/1/14	1/31/15	Supportive
Mercy Medical Center	35654	2	52,297.58	4000-496213-3571-591465-603051	2/1/14	1/31/15	Supportive
Newborn, Inc.	35655	2	6,422.24	4000-496213-3573-591424-603051	2/1/14	1/31/15	Supportive
Associated Catholic Charities, Inc.	35656	2	17,917.87	4000-496213-3573-267825-603051	2/1/14	1/31/15	Supportive
YWCA of Central Maryland, Inc.	35657	2	25,777.62	4000-496213-3572-591461-603051	2/1/14	1/31/15	Supportive
Jobs, Housing and Recovery, Inc.	35658	2	76,264.50	4000-496213-3572-591458-603051	3/1/14	2/28/15	Supportive
Marian House, Inc.	35659	2	9,175.10	4000-496213-3572-591425-603051	3/1/14	2/28/15	Supportive
St. Vincent de Paul of Baltimore, Inc.	35660	2	8,638.03	4000-496213-3572-591429-603051	3/1/14	2/28/15	Supportive
AIDS Interfaith Residential Services, Inc.	35630	2	231,221.61	4000-496313-3573-591243-603051	4/1/14	3/30/15	Rental Assistance
Project PLASE, Inc.	35631	2	244,268.80	4000-496313-3573-591226-603051	4/1/14	3/30/15	Rental Assistance
Dayspring Programs, Inc.	35634	2	56,544.08	4000-496313-3573-591236-603051	4/1/14	3/30/15	Rental Assistance
At Jacob's Well, Inc.	35635	2	38,601.19	4000-496313-3573-591207-603051	4/1/14	3/31/15	Rental Assistance
Marian House, Inc.	35636	2	36,454.98	4000-496313-3573-591219-603051	4/1/14	3/31/15	Rental Assistance
Dayspring Programs, Inc.	35637	2	138,790.57	4000-496313-3573-591236-603051	4/1/14	3/31/15	Rental Assistance
Baltimore Mental Health Systems	35638	2	266,421.48	4000-496313-3573-591241-603051	4/1/14	3/31/15	Rental Assistance
Govans Ecumenical Development Corporation	35639	2	49,204.06	4000-496313-3573-591250-603051	4/1/14	3/31/15	Rental Assistance
Associated Catholic Charities, Inc.	35640	2	155,404.64	4000-496313-3573-591225-603051	4/1/14	3/31/15	Rental Assistance
Baltimore Mental Health Systems	35642	2	21,345.39	4000-496313-3573-591241-603051	4/1/14	3/31/15	Rental Assistance
St. Ambrose Housing Aid Center	35661	2	5,516.02	4000-496213-3573-591452-603051	4/1/14	3/31/15	Supportive
Mosiac Community Services, Inc.	35966	2	30,476.95	4000-496313-3573-591260-603051	4/1/14	3/31/15	Rental Assistance
<b>Total</b>			<b>\$1,665,723.01</b>				

MOHS- cont'd

**MBE/WBE PARTICIPATION:**

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Mayor's Office of Human Services - Employee Expense Reports

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the various Employee Expense Reports for the following employees:

1. **SHANNON BURROUGHS-CAMPBELL** **\$ 28.60**

Account: 4000-486314-6051-452250-604002  
October 2013 - Office Supplies

Ms. Burroughs-Campbell neglected to submit the expense statement and was unable to complete the form in time to stay within the guidelines set forth by AM 240-11.

2. **CHRISTINA SCHWEON** **\$ 14.41**

Account: 4000-486313-6051-452250-604002  
November 2013 - Mileage

Ms. Schweon's original form was lost/misplaced during the approval routing process.

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

The MOHS apologizes for the lateness of these requests.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

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 the Cary Institute for Ecosystems Studies, Inc. The period of the agreement is September 25, 2013 through January 15, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$4,541.00 - 5000-570014-4711-362300-607001

**BACKGROUND/EXPLANATION:**

The Grant Agreement is for the Baltimore Ecosystem Study (BES) in support of the Department's, "Students Restoring Urban Streams" project.

Maryland's Department of Natural Resources awarded a \$399,402.00 Grant to the Department 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.

This Grant Agreement will allow the Carey Institute for Ecosystems Studies, Inc. to provide training and assistance in professional and curriculum development for Baltimore City School teachers.

The Grant Agreement is late because of administrative delays the Department experienced in finalizing this Agreement.

**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**

**03/05/2014**

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 Blue Water Baltimore, Inc. (BWB). The period of the agreement is September 25, 2013 through January 15, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$117,217.00 - 5000-570014-4711-362300-607001

**BACKGROUND/EXPLANATION:**

The Grant Agreement is in support of the Department's, "Students Restoring Urban Streams" project.

Maryland's Department of Natural Resources awarded a \$399,402.00 Grant to the Department in support of the Department's "Students Restoring Urban Streams" (SRUS) project. This award to the BWB 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.

This Grant Agreement will allow the BWB to plant trees at schools and parkland, assist the Parks and People Foundation, Inc. in providing professional development for teachers, teacher support and curriculum development, work with schools on planting plans, provide maintenance to planting sites, hire seasonal Youth Workers crews, and work with the SRUS Coordinator.

The Grant Agreement is late because of administrative delays in finalizing this agreement.

**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**

**03/05/2014**

Department of Recreation and Parks - City Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a City Grant Agreement with Mount Vernon Place Conservancy, Inc. (MVPC). The period of the Agreement is effective upon Board approval and will expire on the final disbursement of Grant funds, unless terminated earlier in accordance with this agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - 9904-908335-9127-900000-706047

**BACKGROUND/EXPLANATION:**

The MVPC is a Maryland non-stock non-profit corporation whose mission is to act as the single entity managing the restoration and day-to-day functioning of Mount Vernon Place. The MVPC will use the Grant funds to restore, repair, replace, and install improvements at Mt. Vernon Place, a National Historic Landmark in Baltimore City.

Baltimore City Ordinances 11-461 and 12-41, passed by the Baltimore City Council and approved by the Mayor in 2011-2012 appropriated a total of \$1,000,000.00 of general obligation bond proceeds to the "Mount Vernon Place Conservancy - Restoration Project" (Project). With this grant, the MVPC will be responsible for coordinating professional services for the Project to restore and repair, and replace and install improvements necessary and appropriate to affect the Restoration Plan dated July 16, 2010, which has been approved by the Baltimore City Commission for Historical and Architectural Preservation.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION, SUBJECT TO REVIEW OF THE INVOICES PRIOR TO PAYMENT.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Recreation & Parks - First Amendment  
to the Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to the Agreement with GWWO, Inc. The amendment will extend the period of the agreement through September 27, 2015 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00

**BACKGROUND/EXPLANATION:**

On September 28, 2011, the Board approved an On-Call Architectural Design Services Agreement for Project No. 1164, with GWWO, Inc. for a term of three years with the upset fee of \$1,500,000.00. The first amendment will increase the upset limit by \$1,000,000.00 for a total of \$2,500,000.00. The Department of Recreation and Parks is in need of additional services from GWWO, Inc. in order to complete several on-going capital projects.

**MBE/WBE PARTICIPATION:**

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

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

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

AGENDA

BOARD OF ESTIMATES

03/05/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |              |         |
|---|--------------|---------|
| 1. FERGUSON ENTEPRISES,<br>INC.   | \$100,000.00 | Renewal |
| Solicitation No. B50001786 - Various Type K Copper Tubing -<br>Department of Public Works, Bureau of Water and Wastewater -<br>P.O. No. P516498 |              |         |

On February 16, 2011, the Board approved the initial award in the amount of \$151,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This is a renewal of a competitively bid requirements contract in the amount of \$100,000.00 for the period February 21, 2014 through February 20, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |  |         |         |
|--|---------|---------|
| 2. GENERAL TRAFFIC<br>EQUIPMENT CORP.  | \$ 0.00 | Renewal |
| Contract No. B50002231 - Pedestrian Traffic Signal Assemblies -<br>Department of Transportation - P.O. No. P519753 |         |         |

On February 8, 2012, the Board approved the original award in the amount of \$94,750.00. The award contained three 1-year renewal options. On January 23, 2013, the Board approved the first renewal in the amount of \$95,000.00. This is a renewal of a competitively bid requirements contract in the amount of \$0.00 for the period February 23, 2014 through February 22, 2015, with one 1-year renewal option. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

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

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

Bureau of Purchases

- |    |   |             |         |
|----|---|-------------|---------|
| 3. | <b>RESOURCE INFORMATION AND CONTROL CORPORATION</b>   | \$ 9,200.00 | Renewal |
|    | Contract No. 08000 - Maintenance Support for ConCentRIC Software - Baltimore Convention Center - P.O. No. P513348 |             |         |

On May 5, 2010, the Board approved the initial award in the amount of \$27,310.68. The award contained two 1-year renewal options. On March 20, 2013, the Board approved the first renewal in the amount of \$9,103.56. This final renewal in the amount of \$9,200.00 is for the period May 1, 2014 through April 30, 2015. The above amount is the City's estimated requirement.

- |    |   |                     |          |
|----|---|---------------------|----------|
| 4. | <b>GREENLAWN CEMETERY COMPANY, INC.</b> | \$ 18,000.00        | Increase |
|    |   | 90,000.00           | Renewal  |
|    |   | <b>\$108,000.00</b> |          |

Contract No. B50001806 - Provide Transportation, Cremation, and Disposal of Animal Carcasses - Health Department - Req. Nos. Various

On March 2, 2011, the Board approved the initial award in the amount of \$84,960.00. The award contained three 1-year renewal options. Subsequent actions have been approved. Due to increased usage an increase in the amount of \$18,000.00 is necessary. This is the final renewal of a competitively bid contract in the amount of \$90,000.00 is for the period April 1, 2014 through March 31, 2015. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

03/05/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTACTS AND EXTENSIONS

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

Bureau of Purchases

5. EDGEWATER TIRE CENTER, INC. d/b/a ADMIRAL TIRE AND AUTO CENTER	\$15,000.00 <u>25,000.00</u> <b>\$40,000.00</b>	Ratification and Extension
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Contract No. 06000 - Temporary Flat Tire Repair Services - Department of General Services, Fleet Management - P.O. No. P525311

On November 13, 2013, the City Purchasing Agent approved the initial award in the amount of \$23,500.00. The award was made to provide necessary tire repair services during the solicitation process. This ratification in the amount of \$15,000.00 is being requested because the agency required additional time to approve the specifications for a new competitively bid solicitation, and although the contract expired, the vendor continued to provide these necessary services to the City. This extension in the amount of \$25,000.00 is being requested to allow time for a new solicitation to be completed and advertised and for bids to be evaluated and awarded. The period of the ratification is January 1, 2014 through March 5, 2014. The period of the extension is March 6, 2014 through May 31, 2014.

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

AGENDA

BOARD OF ESTIMATES

03/05/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases

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.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Mr. Mahmood Ahmadzai, developer, for the sale of the City-owned properties located at 34, 36, and 38 S. Carey Street.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - 34 S. Carey Street  
3,500.00 - 36 S. Carey Street  
1,000.00 - 38 S. Carey Street  
**\$5,500.00** - Purchase price

**BACKGROUND/EXPLANATION:**

The purchase price and improvements to the site will be financed through private funding.

The project will consist of the City-owned vacant building at 36 S. Carey Street to be rehabilitated and maintained as a single family rental property rented at market rate. The lots located at 34 and 38 S. Carey Street will be cleaned and fenced in. The properties are located in the Union Square Neighborhood.

The authority to sell the properties located at 34 and 38 S. Carey Street is given under virtue of Article II, Section 15 of the Baltimore City Charter, and Article 28, Subtitle 8 of the Baltimore City Code (2010 Edition). The properties were journalized and approved for sale on 12/2/2010.

The authority to sell the property located at 36 S. Carey Street, is given under the Baltimore City Code, Article 13, § 2-7(h) of the Baltimore City Code.



DHCD - cont'd

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

The property located at 36 S. Carey Street is being sold for the amount of \$3,500.00, and the properties located at 34 and 38 S. Carey Street are being sold for the amount of \$1,000.00 each, for a total of \$5,500.00. The Waiver Valuation Process determined the price for the property located at 36 S. Carey Street to be \$6,300.00, and the properties located at 34 and 38 S. Carey Street to be \$1,719.00 each, for a total of \$9,738.00. The properties are being sold for less than the waiver valuation price because of the following reasons:

1. the renovation will be to the specific benefit to the immediate community,
2. this transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood,
3. this sale and rehabilitation will return a vacant building to the tax rolls, and
4. the property is being sold less than the value determined by the waiver Valuation because of its condition, which will require extensive and immediate remediation.

**MBE/WBE PARTICIPATION:**

The developer will purchase this 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**

**03/05/2014**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Williamsville Properties Holdings, LLC, developer, for the sale of the property located at 143 E. North Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$30,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

A good faith deposit in the amount of \$3,000.00 was paid by the developer, which will be used towards settlement. The developer will be using private funds to pay for the acquisition and rehabilitation of the property.

The DHCD's Land Resources Division, on behalf of the City, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use, thereby improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 143 E. North Avenue to Williamsville Properties Holdings, LLC. As a condition of the conveyance, Williamsville Properties Holdings, LLC has agreed to the terms of the Land Disposition Agreement.

The City may dispose of the 143 E. North Avenue by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code (2011 Edition); and Article 13 § 2-7 (h) of the Baltimore City Code.

DHCD - cont'd

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BY AUCTION:**

The property was sold for \$30,000.00 via auction. Pursuant to the appraisal policy under, "Exceptions to Requiring an Appraisal," no appraisal is required for the sale of properties under an approved Board of Estimates Policy, which allows for an alternative method in determining value such as a Broker Price Opinion, will not require an appraisal. The sale of City-owned property via auction was approved on November 3, 2010.

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

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 (CDBG) Agreements.

1. **THE FAMILY TREE, INC.** **\$ 26,420.00**

Account: 2089-208914-5930-666826-603051

The purpose of the agreement is to provide funds to subsidize the organization's operating costs. The organization will provide a triage model of support services along a continuum of need to low to-moderate-income families in an effort to prevent child abuse and neglect within the communities of Greater Rosemont, Greater Mondawmin, Penn-North, Reservoir Hill, Greater Charles Village/Barclay, Waverly, Medfield/Hampden, Greenmount West, Belair-Edison, Midway, Coldstream-Homestead-Montebello, Perkins/Middle East, and Remington. The period of agreement is January 1, 2014 through December 31, 2014.

2. **LEARNING IS FOR TOMORROW, INC.** **\$ 51,370.00**

Account: 2089-208914-5930-435134-603051

The organization will conduct a literacy program. The program will offer personalized, participatory and comprehensive literacy and support services to low and moderate-income illiterate adults. The program curriculum includes pre-GED/GED preparation, literacy, math, computer labs, life skills classes, and tutoring. The CDBG funds will be used to subsidize the agency operating costs. The period of agreement is July 1, 2013 through June 30, 2014.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

DHCD - cont'd

3. **YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF THE GREATER BALTIMORE AREA, INC. (YWCA)** **\$ 70,610.00**

Account: 2089-208914-5930-532023-603051

The YWCA will operate and maintain a transitional housing facility located at 1711 MCulloh Street. The YWCA will provide homeless families that reside in the facility a comprehensive set of support services to assist them in gaining economic stability and permanent housing. The support services will include employment and family counseling, job placement assistance, before and aftercare, and educational classes. The period of the agreement is October 1, 2013 through September 30, 2014.

**MWBOO GRANTED A WAIVER.**

On June 26, 2013, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2013 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2013 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Housing and - Construction Services  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve construction and reconfiguration of the 10<sup>th</sup> Floor of 417 E. Fayette Street (Benton Building).

**AMOUNT OF MONEY AND SOURCE:**

\$59,973.00 - 9910-907174-9588-90000-706047

**BACKGROUND/EXPLANATION:**

On February 27, 2013, the Board approved an agreement with the Housing Authority of Baltimore City (HABC). In accordance with the agreement, the HABC may perform or procure construction or renovation services on City-owned property when such services benefit both the HABC and the DHCD.

On February 27, 2013, the Board also approved a Memorandum of Understanding between the Departments of Public Works, General Services, Housing and Community Development and the HABC which requires authorization of construction by the Department of General Services and the Board of Estimates.

For the purpose of the MOU, construction and renovation services performed in whole or in part for the DHCD in the Benton Building will be deemed to benefit both HABC and DHCD. In addition, DHCD has received approval for the construction from the Departments of General Services and Finance in accordance with the terms of the MOU.

The proposed construction/reconstruction will take place on the 10<sup>th</sup> floor of the Benton Building. The construction will accommodate space for additional staff hired within the Land Resources Division of DHCD. The newly hired staff will perform the acquisition, disposition, and relocation work related to the Mayor's blight elimination efforts.

**APPROVED FOR FUNDS BY FINANCE.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Housing and - Local Government Resolution  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a local government resolution in support of the Memorial Development Partners, LP, as part of a Low Income Tax Credits (LITC), CDA/Tax Exempt Bonds, CDA/Rental Housing Program Funds application to the State of Maryland, Department of Housing and Community Development. A local government resolution of support is required by the State for all borrowers to participate in any State-funded Programs.

**AMOUNT OF MONEY AND SOURCE:**

\$17,625,000.00 - 4% LIHTC  
\$26,000,000.00 - CDA/Tax Exempt Bonds  
\$ 2,500,000.00 - CDA/Rental Housing Program Funds

**BACKGROUND/EXPLANATION:**

The Memorial Apartments, located at 301 McMechen Street in the Bolton Hill section of Baltimore City is a Housing and Urban Development 202 senior housing project that currently houses approximately 286 low-income seniors. The project will consist of the full rehabilitation of the units and certain exterior work. Upon completion, the total count will be reduced from 286 to 266. The project will now provide 126 efficiency units and 140 one and two bedroom units restricted to individuals earning 50% and 60% of the Area Median Income. The borrower of record will be the Memorial Development Partners, LP.

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Transportation - Claims Resolution Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Claims Resolution Agreement with CSX Transportation, Inc. (CSXT).

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00 - 9950-904545-9506-000000-490375 (Revenue)

**BACKGROUND/EXPLANATION:**

On July 27, 2011, the Board approved the award TR 10302 Replacement of Fort Avenue Bridge over CSXT Railroad, SHA No. BC269-081-815; FAP NO. BRF-3260(3)E, with an established completion date of December 4, 2012. During the course of construction it was determined that differing and unforeseen site conditions existed resulting from the age of the existing bridge and abutments, which was significantly different than the conditions presented in the bid documents and could not have been anticipated or foreseen at the time of design and/or bid.

As a result of the pre-existing conditions the contractor incurred additional costs in removing and rebuilding the east bridge abutment, including removing utilities, taken to prevent the collapse of the existing pedestrian access and installation of the temporary pedestrian bridge. The contractor requested equitable adjustment to the contract and negotiated a settlement.

On November 1, 2013, the City and CSXT reached an agreement whereby CSXT agreed to contribute a share of the contractor's proposed settlement.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Transportation - Claim Resolution Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Claim Resolution Agreement with American Infrastructure-MD, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$608,000.00 - 9950-904545-9506-900020-702064

**BACKGROUND/EXPLANATION:**

On July 27, 2011, the Board approved the award of TR 10302, Replacement of Fort Avenue Bridge over CSXT Railroad with an established completion date of December 4, 2012. During the course of construction it was determined that differing and unforeseen site conditions existed resulting from the age of the existing bridge and abutments, which was significantly different than the conditions presented in the bid documents and could not have been anticipated or foreseen at the time of design and/or bid. As a result of the pre-existing conditions the contractor incurred additional costs in removing and rebuilding the east bridge abutment, including removing utilities, taken to prevent the collapse of the existing pedestrian access and installation of the temporary pedestrian bridge.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

03/05/2014

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
\$306,000.00	9950-902436-9507	
Other	Construction Reserve -	
	Locust Point Access Road	
302,000.00	9950-901824-9509	
FED	Construction Reserve -	
<u>\$608,000.00</u>	Maisel Street Pedestrian	
	Bridge	
\$608,000.00	-----	9950-904545-9506-2
		Contingency -
		Fort Avenue Bridge
		Over CSX

This transfer will fund the account for a Settlement Agreement with American Infrastructure-MD, Inc. in connection with Contract No. TR 10302, Replacement of Fort Avenue Bridge Over CSXT Railroad.

(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**

**03/05/2014**

Department of Transportation - Amendment No. 2. to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2. to Agreement with McCormick Taylor, Inc. for Project No. 1123, On-Call Transportation Planning/Policy/Feasibility Studies. The amendment will extend the period of the agreement through February 22, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$400,000.00 - increase in upset limit

**BACKGROUND/EXPLANATION:**

On February 23, 2011, the Board approved the original Agreement in the amount of \$1,500,000.00 with McCormick Taylor, Inc., to perform feasibility analysis and alternative development for highway, bridge, bicycle, and transit projects services, for a two year period. On February 27, 2013, the Board approved Amendment No. 1 for the completion of ongoing design task.

The Department of Transportation is requesting an additional one year time extension under Amendment No. 2. to permit the completion of various ongoing assigned tasks and an increase to the upset limit by \$400,000.00. This approval of a one year time extension will now result in an expiration of February 22, 2015, and an upset limit of \$1,900,000.00.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 35%

**WBE:** 9%

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

DOT - cont'd

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

(The Amendment No. 2. to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Transportation - Amendment No. 1  
Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 Consultant Agreement with Steven Winter Design, a Division of Steven Winter Associates, Inc. The Amendment No. 1 to Consultant Agreement will extend the period of the agreement through August 27, 2014.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 27, 2013, the Board approved and authorized the execution of a Consultant Agreement with Steven Winter Design, a Division of Steven Winter Associates, Inc. to retain the services of a highly specialized vendor to perform a quality assurance review of engineering plans in order to comply with federal ADA design guidelines on a very complex infrastructure /housing rehabilitation project at Claremont/Freedom Village.

The Amendment No. 1 to Consultant Agreement will authorize a six month time extension to fully complete certified ADA inspections. The revised agreement expiration will be August 27, 2014.

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 1 Consultant Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Mayor's Office of Employment Development - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. James Smith for the month of August 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$ 93.79 - 6000-600312-6311-458305-603002

**BACKGROUND/EXPLANATION:**

The expense report is late because of an administrative oversight. Mr. Smith is a Business Services Representative in the Mayor's Office of Employment Development. His job duties require periodic travel.

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.**

TRANSFERS OF FUNDS

\* \* \* \* \*

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

53 - 55

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

**TRANSFER OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Recreation and Parks</u>			
1.	<b>\$ 20,000.00</b>	9938-917027-9475	9938-919027-9474
	State	Clifton/Wegworth	Clifton/Wegworth
		Parks Courts -	Parks Courts -
		Reserve	Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1165, Task #4 to Mahan Rykiel Associates, Inc.

Department of Housing and Community Development

2.	<b>\$ 29,666.87</b>	9912-903115-9591	9912-905083-9591
	UDAG Repayment	Belvedere Square	Emergency Housing
	Funds		

This transfer will provide funding for emergency housing costs associated with citizens displaced by fire, flooding or other hardships. The Belvedere Square project is complete and no longer requires these funds.

3.	<b>\$ 65,000.00</b>	9991-945002-9587	9996-911333-9593
	21 <sup>st</sup> CDBG	Unallocated -	Baltimore Community
		Reserve	Arts Program

This transfer will provide Community Development Block Grant funds for the Baltimore Community Arts Program for fiscal year 2014.

4.	<b>\$ 78,832.85</b>	9910-911158-9588	9910-907174-9588
	Gen. Funds	Stabilization	Land Resources -
		FY 13	Blight

This transfer will reserve a prior transfer approved by the Board of Estimates on November 27, 2013, that inadvertently moved appropriation to the stabilization account. These funds were originally appropriated and intended for Land Resources office start-up costs such as office renovations, equipment, etc.



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
5. <b>\$150,000.00</b> 30 <sup>th</sup> CDB	9910-906011-9588 Employee Home - Buying Assistance	9910-907109-9588 Booster Program V2V

This transfer will provide funds for Baltimore Housing's Homeownership Incentive Booster Program Vacants to Value for fiscal year 2014.

6. <b>\$750,000.00</b> State Revenue	9910-995001-9587 Unallocated Reserve DHCD - (Reserve)	
\$142,000.00	-----	9910-906011-9588 Employee Home Buying Assistance
138,000.00	-----	9910-910017-9588 Buying Into Baltimore
70,000.00	-----	9910-905290-9588 Live Near Your Work
<u>400,000.00</u>	-----	9910-907109-9588 Vacants to Value Booster
<b>\$750,000.00</b>		

This transfer will provide appropriations to support loans through the Employees Home Buying Assistance, Buying Into Baltimore, Live Near Your Work, and the Vacants to Value Booster Programs.

AGENDA

BOARD OF ESTIMATES

03/05/2014

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>			
7.	\$200,000.00	9958-905093-9522	9958-908093-9520-3
	State Constr.	Constr. Res.	Engineering
		Race Street	

This transfer will cover the cost of Project No. 1138J,  
Task No. 10, Environmental Engineering Services.

AGENDA

BOARD OF ESTIMATES

03/05/2014

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

The Board is requested to approve a refund of real property taxes for Mr. Henry Cheswick.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
Henry Cheswick	624 Washburn Avenue	2013/2014	\$1,111.97
		2012/2013	<u>1,487.57</u>
		<b>Total Refund</b>	<b>\$2,599.54</b>

Mr. Cheswick filed his application on January 17, 2014

Pursuant to the Tax Property Article, Section 7-208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. Claimant's application for a refund was filed on January 17, 2014. In order to avoid interest being paid, the refund must be made within 60 days of that date.

AGENDA

BOARD OF ESTIMATES

03/05/2014

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

The Board is requested to approve a refund of real property taxes for Mr. Bobbie Green.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
Bobbie Green	3420 Mayfield Avenue	2013/2014	\$1,826.15
		2012/2013	<u>1,547.19</u>
		<b>Total Refund</b>	<b>\$3,373.34</b>

Mr. Green filed his application on January 29, 2014.

Pursuant to the Tax Property Article, Section 7-208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. Claimant's application for a refund was filed on January 29, 2014. In order to avoid interest being paid, the refund must be made within 60 days of that date.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Law Department - Settlement Agreements and Releases

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

1. Sharp v. Baltimore City Police Department, et al. \$250,000.00

Funds are available in account no. 1001-000000-2041-195500-603070.

2. Thompson, et al v. Baltimore City Board of School Commissioners, et al. \$ 35,000.00

Funds are available in account no. 2044-000000-1450-164978-603070.

The Law Department, on behalf of the Legal Counsel for the Baltimore City Board of School Commissioners, requests authorization to approve this settlement.

The settlements have been approved by the Settlement Committee of the Law Department.

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Law - Subscriber Agreement  
and Addendum to Contract

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Subscriber Agreement and an Addendum to Contract with the West Publishing Company (West) for a subscription for online legal research and public records. The period of the agreement is April 01, 2014 through March 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$294,455.00

The cost will be allocated among the services in the Law Department budget as follows for programs 8610 and 8620:

For 8610:

1/8 to 1001-000000-8610-175200-603023  
1/8 to 1001-000000-8610-175200-604008  
1/8 to 2036-000000-1752-175200-603023  
1/8 to 2036-000000-1752-175200-604008

For 8620:

¼ to 1001-000000-8620-175200-603023  
¼ to 1001-000000-8620-175200-604008

**BACKGROUND/EXPLANATION:**

The Law Department purchases a subscription for online legal research and public information pursuant to AM 303.01 from one of the two largest providers of such services. After a comparative review of subscription proposals from each provider, the Department determined that West had the most comprehensive and least expensive proposal charges less than the current provider and has provided recommendations on how the Department can further reduce costs of its online subscription.

The monthly charge is \$4,970.00 for the first and second years, increasing by 1% in year 3 and another 1% in year 4 for online legal research materials and public records.

To the extent that the Law Department is able to provide access to several lawyers in other City departments, it will charge those departments allocable shares of the cost.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Law - cont'd

**MWBOO GRANTED A WAIVER**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION**

(The Subscriber Agreement and Addendum to Contract have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of General Services (DGS) - Contract

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Contract under the Baltimore Regional Cooperative Purchasing Committee (BRCPC) with EnerNoc, Inc. The period of the agreement is effective December 21, 2012 for two years, with one year renewal option for up to an additional seven years.

**AMOUNT OF MONEY AND SOURCE:**

\$114,408.00 - 2051-000000-1981-194600-603018

**BACKGROUND/EXPLANATION:**

The Contractor will furnish and the City of Baltimore, along with other BRCPC participating entities, will purchase consulting services for electricity, natural gas, and energy procurements covered by this agreement which the City and other participating entities may require during the period of time specified. The City and other participating entities may require other energy consulting services during the term of this agreement.

The term began on December 21, 2012, due to the City neglecting to renew the agreement at the time, while retaining EnerNoc, Inc's consulting services under BRCPC with other participating jurisdictions. The City executed an original agreement with EnerNoc, Inc. for consulting services for BRCPC on December 21, 2011. EnerNoc, Inc., is owed reimbursement for consulting fees beginning from December 21, 2012.

The Contractor will be paid the total sum of \$4,209.00 per month for electric consulting and \$558.00 per month for natural gas during the initial term.



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

DGS - cont'd

Baltimore County Purchasing Division is the lead jurisdiction for this procurement for 20 BRCPC participating jurisdictions and the above payment represents the City's portion of the payment.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of General - Amendment No. 1 to Agreement  
Services (DGS)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Bovaro Partners, LLC. The Amendment No. 1 revises the expiration date from March 31, 2014 to December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On November 20, 2013, the Board approved the agreement with the organization to complete financial analysis for renewable energy, combined heat and power, and other energy and energy efficiency assessments, for the period September 15, 2013 through March 31, 2014, in the amount of \$49,000.00.

With the remaining funding from the original agreement, the DGS's, Energy Office would like to amend the agreement to change the expiration date from March 31, 2014 to December 31, 2014.

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of General - Amendment No. 1 to Agreement  
Services (DGS)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Northeast Energy Services, LLC. The Amendment No. 1 revises the expiration date from March 31, 2014 to December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On November 6, 2013, the Board approved the agreement with the organization to complete financial analysis for renewable energy, combined heat and power, and other energy and energy efficiency assessments, for the period October 1, 2013 through March 31, 2014, in the amount of \$49,000.00.

With the remaining funding from the original agreement, the DGS's, Energy Office would like to amend the agreement to change the expiration date from March 31, 2014 to December 31, 2014.

The Department would like to amend the scope of work to include analysis of combined heat and power plants. The Energy Office received funding from the Public Service Commission specifically to be used towards the installation of combined heat and power plants in City owned facilities.

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of General Services - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Castlebridge Group, LLC. The Amendment No. 1 revises the expiration date from March 31, 2014 to December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On December 18, 2013, the Board approved the agreement with the organization to provide financial analysis for the City's energy efforts relating to low income families and alternative sources of vehicle fuel, electricity, and heat, in the amount of \$49,000.00.

The original budget has remaining funding and the Department would like to continue contracting with the organization to use unspent funds for the various analysis under their scope of work.

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

The Board is requested to  
approve awards of  
the formally advertised contracts  
listed on the following page:  
67  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of General Services

- |  |                                 |              |
|--|---------------------------------|--------------|
| 1. GS 13801, Repair of Retaining Walls at 3939 Reisterstown Rd | JLN Construction Services, Inc. | \$ 84,000.00 |
| <b>MBE:</b> Rogers 1 <sup>st</sup> , LLC                       | \$22,680.00                     | 27.00%       |
| <b>WBE:</b> Franqui Enterprise, LLC                            | \$ 5,040.00                     | 6.00%        |

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Bureau of Purchases

- |  |  |              |
|--|--|--------------|
| 2. B50003289, Laboratory Analytical Services<br><br>(Dept. of Public Works, Bureau of Water & Waste-water) | ALS Group USA, Corp, d/b/a ALS Environmental | \$400,000.00 |
|--|--|--------------|

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Audits - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Expenditure of Funds to pay the Maryland Chapter of the Association of Certified Fraud Examiners. The expenditure of funds is for a conference that will be held April 28 and April 29, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$11,505.00 - 1001-000000-1310-157800-603020  
(39 auditors, 16 CPE each)

**BACKGROUND/EXPLANATION:**

The 39 Auditors will attend the 2014 Maryland Fraud Conference. Government Auditing Standard require that each Auditor obtain 80 hours of continuing professional education every two years.

The foregoing program is part of the Department's scheduled training for calendar year 2014. The average cost per staff training hour will be approximately \$18.44, which is well below industry average in relation to other training of this nature.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Department of Public Works - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with United Storm Water, Inc. a California Corporation. The period of the agreement is effective upon Board approval for one year from the Notice to Proceed.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

United Storm Water, Inc. a California Corporation approached the City with an offer to manufacture and install automatic retractable screens for a limited number of storm water inlets in the City during a pilot project in order to test if the screens would reduce debris from entering the City's storm water system. United Storm Water, Inc. and the City agreed to do this project at absolutely no cost expense for the City.

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



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 018, to EBA Engineering, Inc. under Project 1174, On-Call Material Testing and Inspection Services.

**AMOUNT OF MONEY AND SOURCE:**

\$176,679.54 - 9956-918616-9551-900020-705032

**BACKGROUND/EXPLANATION:**

The original project completion date will expire on February 5, 2015. The duration of this task is approximately 12 months.

Construction Management is requesting EBA Engineering, Inc. to provide for material testing and inspection services for SC 912, Wastewater Engineering Services for the Improvement of the Low Level Sewershed System.

**MBE/WBE PARTICIPATION:**

The consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the goals of 27% MBE and 9% WBE goals established in the original agreement.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 023, to EBA Engineering, Inc. under Project 1174, On-Call Materials Testing and Inspection Services. The period of the Task Assignment is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$150,910.31 - 9956-904564-9551-900010-705032

**BACKGROUND/EXPLANATION:**

EBA Engineering, Inc. will provide material testing and inspection services for SC 877, Enhanced Nutrient Removal Process at the Back River Wastewater Treatment Plant.

**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 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**

**03/05/2014**

Bureau of Water and Wastewater - Employee Expense Report

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the various expense reports for following employees:

1. **RASHAD PRIVETTE** **\$214.14**

Account: 2071-000000-5471-609100-603002  
November 2013 - Mileage

2. **PAUL ROBINSON** **\$413.58**

Account: 2071-000000-5471-609100-603002  
August 2013 - Mileage

3. **PERRY BROWN** **\$341.26**

Account: 2071-000000-5471-609100-603002  
November 2013 - Mileage

The Bureau of Water & Wastewater, Customer Support and Services inadvertently failed to have the employees' mileage expense reports processed in time to be received by the Bureau of Accounting and Payroll Services within the 40 working days from the last calendar day of the month in which the expenses were incurred, as directed by the Administrative Manual.

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**

**03/05/2014**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 1 to Post Award Services Agreement with Rummel, Klepper & Kahl, LLP, under S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal (ENR) at the Patapsco Waste Water Treatment Plant. This Amendment No. 1 to Post Award Services Agreement extends the period of the agreement through December 6, 2015 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 87,657.16 - Baltimore City  
186,407.41 - Baltimore County  
813,493.23 - State of Maryland  
**\$1,087,557.80**

**BACKGROUND/EXPLANATION:**

The City negotiated a time extension with the contractor which extended the construction completion date from October 6, 2012 to December 15, 2013. This resulted in the design consultant expending more man hours than budgeted in the original agreement.

This Amendment No. 1 to the original agreement is needed to increase the time extension and fee authorization to allow the consultant to continue providing post award services up to the completion of the project, including start up testing phase and the one-year warranty period. During this time extension, the consultant will continue providing additional services on project management, submittal reviews, responses to the Request for Information, attend progress meetings, and address ARRA compliance.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

BW&WW - cont'd

The consultant will also provide services to prepare the engineer's operation and maintenance manual, start-up and performance testing, operator trainings, conditional acceptance inspection, and final acceptance inspection. In addition, the consultant will record drawings, update the City maintenance information system, and provide operation assistance with performance verification and certification.

The original agreement expires on May 6, 2014.

There is not MWBOO participation with this Amendment No. 1 to Post Award Services Agreement. However, the consultant will still meet the goal requirements per the original agreement. This was approved by the Minority and Women's Business Opportunity Office on September 25, 2013.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**MBE/WBE PARTICIPATION:**

The consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise programs, in accordance with the Baltimore City Code, Article 5, Subtitle 28.

**APPROVED FOR FUNDS BY FINANCE**

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

(The Amendment No. 1 to Post Award Services Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Bureau of Water and Wastewater - Agreement for Post Award Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for Post Award Services with EMA, Inc. The period of the Post Award Services Agreement is effective upon Board approval for five years, or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 8,300,997.00 - 9960-905647-9557-900020-703032  
1,464,881.82 - 9960-911624-9557-900020-703032  
**\$ 9,765,878.82**

**BACKGROUND/EXPLANATION:**

EMA, Inc. will provide assistance with the Advanced Metering Infrastructure (AMI) Automated Meter Reading (AMR) program to ensure that the program moves forward efficiently and expeditiously in order to meet successful completion of key milestones. This would include project review; budgeting, schedule oversight, quality assurance oversight, fixed area network site approvals, and request for information. Additional assistance will include security exposure and vulnerability identification and testing, interface coordination between the City, installation contractor, and other involved vendors, interface oversight between AMI/R System, existing billing system, and new billing system, AMI/R field installation tracking and support, business processes documentation, information flow process development, record documentation, and operations and maintenance documentation review.

**MBE/WBE PARTICIPATION:**

**MBE:** Magothy Technology, LLC.                      \$1,278,720.60    13.09%

AGENDA

BOARD OF ESTIMATES

03/05/2014

BW&WW - cont'd

<b>WBE:</b>	Ross Technical Services, Inc.	\$1,033,539.27	10.58%
	Infrastructure Technologies, LLC	<u>871,653.36</u>	<u>8.93%</u>
		<b>\$1,905,192.63</b>	<b>19.51%</b>

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

(The Agreement for Post Award Services 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>
\$1,000,000.00	9960-9558-906133	
Water Utility Funds	Constr. Reserve Meter Replacement	
1,000,000.00	" "	
Counties		
<u>\$2,000,000.00</u>	-----	9960-911624-9557-3 Engineering

The funds are required to cover the costs of services for WC 1223 and WC 1296, PAS Advanced Metering Infrastructure and Water Meter System Installation.

(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**

**03/05/2014**

Bureau of Water and Wastewater (BW&WW) - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 2 to Agreement with MWH Americas/Louis Berger Water Services, Inc. (formerly EA Engineering) a Joint Venture, under Project 1112, Wet Weather Consent Decree Compliance and Program Management Services. This Amendment No. 2 to Agreement extends the period of the agreement through March 7, 2015 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 9956-902587-9551-900020-702064

**BACKGROUND/EXPLANATION:**

On March 8, 2011, the Board approved the original agreement with MWH Americas/Louis Berger Water Services, Inc., a Joint Venture, under Project 1112, Wet Weather Consent Decree Compliance and Program Management Services for a period of three years ending on March 7, 2014. On December 19, 2012, amendment no. 1 was approved in the amount of \$11,800,234.68. The total upset limit for this agreement is \$23,637,317.63.

In order to continue providing these services, Amendment No. 2 to the Agreement is needed to extend the period of the agreement through March 7, 2015, at no additional cost to the City.

**MWBOO FOUND VENDOR IN COMPLIANCE.**



**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

BW&WW - cont'd

**MBE/WBE PARTICIPATION:**

The consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise programs, in accordance with the Baltimore City Code, Article 5, Subtitle 28.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 2 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Robert D. Taylor Stephen Coughlan	Less Lethal Instructor Course Montgomery, AL March 10-14, 2014 (Reg. Fee \$519.00 ea.)	FY'12 SHSP Grant	\$3,656.00
2. Matthew S. Johnson Monique A. Brown	National Symposium on Child Abuse Huntsville, AL March 24-27, 2014 (Reg. Fee \$895.00 ea.)	MD Re- imburse- ment Grant	\$2,782.00

Department of Planning

3. Stacy Montgomery	Historic Real Estate Finance Training Program March 9-14, 2014 Cincinnati, OH (Reg. Fee \$1,250.00)	General Funds	\$1,250.00
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The registration fee was prepaid using City issued credit card assigned to Jamie Cramer. Therefore, there is not a disbursement to Ms. Montgomery.

Dept. of Public Works, Environmental Services Division

4. Clark Howells	2014 Membrane Technology Conf. & Expo. Las Vegas, NV March 10-14, 2014 (Reg. Fee \$795.00)	Water Utility Fund	\$1,839.90
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AGENDA

BOARD OF ESTIMATES

03/05/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Employment Development</u>			
5. Ernest Dorsey	National Employment Coalition Forum Miami, FL April 9-12, 2014 (Reg. Fee \$535.00)	WIA Fund- ing	\$1,746.00

The subsistence rate for this location is \$204.00/day. The cost of the hotel is \$200.00 per night. The hotel tax is \$26.00 night with a resort service fee of \$20.00 per day. The Department is requesting an additional subsistence of \$36.00 per day to cover the cost of food. The additional costs are included in the total.

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

Space Utilization Committee - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with the Parking Authority of Baltimore City, tenant for the rental of space at 200 W. Lombard Street. The period of the lease agreement is February 1, 2014 through January 31, 2015, with an option to renew on a month to month basis.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$95,569.00	\$7,964.00

**BACKGROUND/EXPLANATION:**

The Parking Authority currently occupies office space located at 200 W. Lombard Street, Suites A & B for their Administrative Offices. The Parking Authority would like to renew their lease for one year.

The landlord will be responsible for maintenance of the central heating and air conditioning systems of the building and the correcting of any structural defects. The landlord will maintain the outside exterior of the building including foundation, roof, walls, gutters, downspouts, all water, electrical and plumbing supply lines.

The tenant will pay all utilities, except water and sewer charges, provide janitorial services, including sidewalk adjacent to the premises and entrance thereto, be responsible for painting of the interior, replacement lights for lighting fixtures, cleaning or replacement of carpet, provide window treatment, and installation of any security system.

The Space Utilization Committee approved this lease at its meeting on February 25, 2014.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/05/2014**

City Council - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Ms. Helen L. Holton to solicit donations from friends, family members, and associates to benefit the 501 (c)(3) non-profit organization, The Links Incorporated, Harbor City Chapter. The period of the campaign will be effective upon Board approval through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

As a member of the organization, Ms. Holton is expected to support The Links Incorporated, Harbor City Chapter fundraising efforts through a variety of endeavors during the 2013 - 2014 year, most notably by selling tickets, soliciting sponsors and vendors in support of the annual chapter approved fundraiser and other similar events as yet unplanned. Family, friends, colleagues, and associates will be solicited directly by Ms. Holton. Solicitations will be made in person, by telephone, in writing, and email.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

The Harbor City Chapter of the Links, Incorporated was chartered in Baltimore in 1985. The chapter currently has 45 members,

City Council - cont'd

including some of Baltimore's most distinguished African-American professional women in business, politics, law, medicine, education, and the arts. Members provide more than 2,000 service hours per year, supporting youth development, education, and the arts in the greater Baltimore community. As an organization founded on the principles of friendship and service, they are committed to transforming lives in their community.

The Links, Incorporated is an international, not-for-profit corporation established in 1946. The membership consists of 12,000 professional women of color in 276 chapters located in 41 states, the District of Columbia, and the Commonwealth of the Bahamas. It is one of the nation's oldest and largest volunteer service organizations of extraordinary women who are committed to enriching, sustaining, and ensuring the culture and economic survival of African Americans and other persons of African ancestry.

The members of The Links, Incorporated are influential decision makers and opinion leaders. The Links, Incorporated has attracted many distinguished women who are individual achievers and have made a difference in their communities and the world. They are business and civic leaders, role models, mentors, activists, and volunteers who work towards a common vision by engaging like-minded organizations and individuals for partnership. Links members contribute more than 500,000 documented hours of community service annually - strengthening their communities and enhancing the nation.

**MBE/WBE PARTICIPATION:**

N/A

AGENDA

BOARD OF ESTIMATES

03/05/2014

PROPOSALS AND SPECIFICATIONS

- Department of Public Works/  
1. Bureau of Water & Wastewater - WC 1234, East Cold Spring Lane from Hillen Road to Grindon Avenue-Installation of New 12" Water Main  
**BIDS TO BE RECV'D: 04/02/2014**  
**BIDS TO BE OPENED: 04/02/2014**
- Department of Public Works/  
2. Bureau of Water & Wastewater - WC 1247, E. Fort Avenue Bridge Over CSX, 20-Inch Water Main Replacement  
**BIDS TO BE RECV'D: 04/02/2014**  
**BIDS TO BE OPENED: 04/02/2014**
- Department of Public Works/  
3. Bureau of Water & Wastewater - WC 1263, South SBIC Neighborhood-Water Main Replacements  
**BIDS TO BE RECV'D: 04/02/2014**  
**BIDS TO BE OPENED: 04/02/2014**

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED