

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:

Bernice W. Taylor
Clerk _____ Date **JAN 22 2014**

Approved As To Form and Legal
Sufficiency This 14th Day of
January, 2014



Chief Solicitor

BOARD OF ESTIMATES' AGENDA - MARCH 19, 2014

THE DEPARTMENT OF FINANCE
WILL PRESENT THE
PRELIMINARY BUDGET RECOMMENDATIONS FOR FY 2015
TO THE BOARD OF ESTIMATES

AGENDA

BOARD OF ESTIMATES

03/19/2014

Office of the Labor Commissioner - Side Letter Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a Side Letter Agreement with the Managerial and Professional Society of Baltimore, Inc. (MAPS).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Side Letter Agreement modifies the language in Article 7, Health and Welfare Benefits, Section G. Specifically, the physical fitness/wellness reimbursement may also include community supported agriculture programs, as approved by the Employee Benefits Division of the Department of Human Resources.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

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:

| | |
|-------------------------------------|-----------------|
| Alason Electrical Contractors, Inc. | \$ 8,000,000.00 |
| American Asphalt Paving Co., LLC | \$ 1,500,000.00 |
| Bulls Group, LLC | \$ 36,000.00 |
| Carroll Tree Service, Inc. | \$ 1,500,000.00 |
| Civil Construction, LLC | \$20,781,000.00 |
| Colt Insulation, Inc. | \$ 1,980,000.00 |
| Daco Construction Corporation | \$ 1,500,000.00 |
| Gerard Chimney Company | \$ 8,000,000.00 |
| M&E Sales, Inc. | \$ 990,000.00 |
| P & H Fencing, LLC | \$ 108,000.00 |

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:

| | |
|--------------------------------|--|
| ATCS, P.L.C. | Land Survey Engineer |
| CV, Inc. | Landscape Architect Engineer Land Survey |
| Carroll Engineering, Inc. | Landscape Architect Engineer |
| Design Collective | Architect Landscape Architect |
| Jacobs Engineering Group, Inc. | Architect Engineer |

AGENDA

BOARD OF ESTIMATES

03/19/2014

BOARDS AND COMMISSIONS - cont'd

| | |
|------------------------------------|----------------------------------|
| Sabra, Wang & Associates, Inc. | Engineer |
| Soil and Land Use Technology, Inc. | Engineer |
| SP Arch, Inc. | Architect Landscape Architect |
| Synterra LTD. | Landscape Architect |

AGENDA

BOARD OF ESTIMATES

03/19/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|-----------------|--------------------|---------------|
| <u>Dept. of Housing and Community Development - Option</u> | | | |
| 1. Ronald M. Carr & Marilyn E. Carr | 906 N. Broadway | Sub-G/R \$90.00 | \$ 550.00 |

Funds are available in account 9910-908044-9588-900000-704040, Undesignated Project.

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

DHCD - Condemnations

| | | | |
|---|-----------------------------|----------------|-------------|
| 2. Jeffrey I. Silberman | 1016 N. Stricker St. | G/R \$75.00 | \$ 625.00 |
| 3. Charles Edward Ervin & Frances Mabel Ervin | 1962 N. Patterson Park Ave. | F/S | \$20,000.00 |

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

Department of Law - Payment of Settlement

| | | | |
|---|---------------------|-----|-------------|
| 4. Jennell Michele St. John & Pernell Duane Robinson (Previous Owners) | 912 N. Bradford St. | L/H | \$15,200.00 |
|---|---------------------|-----|-------------|

On August 29, 2012, the Board approved the acquisition of the leasehold interest, by condemnation, in 912 N. Bradford St. for the amount of \$7,800.00, based upon an independent appraisal report. However, the previous owners valued the property interest at \$45,000.00 based upon an appraisal valuation that they obtained. The parties agreed to settle the case for \$23,000.00, which is \$15,200.00 above the City's independent appraisal. Therefore, the Board is requested to approve an additional \$15,200.00 in settlement of this case.

Funds are available in account no. 9910-910634-9588-900000-704040.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Space Utilization Committee - Amended and Restated Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amended and Restated Lease by and through the Department of General Services with Visit Baltimore, Inc., tenant, for the rental of the entire improvement known as the Baltimore Visitor Center, located in the Inner Harbor Park and consisting of approximately 8,000 square feet of space. The period of the Amended and Restated Lease is April 1, 2004 through March 31, 2016 with an option to renew for two additional 12-year terms.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual rent, if demanded.

| <u>Annual Maintenance Fee</u> | <u>Monthly Installments</u> |
|-------------------------------|-----------------------------|
| \$24,840.00 | \$2,070.00 |

BACKGROUND/EXPLANATION:

The original Lease Agreement was approved by the Board on February 11, 2004. The Board approved a transfer of jurisdiction to oversee the leased premises from the Department of Recreation and Parks to the Department of General Services on June 13, 2012.

The tenant will pay the landlord a maintenance fee of \$24,840.00 per year, in monthly installments of \$2,070.00 effective upon Board approval. Any costs above and beyond the Annual Maintenance Fee each year will be the responsibility of the tenant.

The tenant and the landlord will meet annually to discuss, if necessary, to revise the Maintenance Fee in conjunction with any documented increase or decrease in annual maintenance costs. Any modifications will be effective on the anniversary date of this agreement approved by the Board.

The landlord will maintain the entire interior of the leased premises, including but not limited to all partitions, doors, fixtures, equipment (including but not limited to all electrical and plumbing fixtures, heating, air conditioning and other mechanical installations in good order, condition and repair). The landlord will maintain and repair structural elements

AGENDA

BOARD OF ESTIMATES

03/19/2014

Space Utilization Committee - cont'd

(including glass elements) of the leased premises and any and all landscaping located outside of the leased premises. The landlord will be responsible for the removal of snow from the land on which the leased premises are located.

The tenant will be responsible, at its own cost and expense for the replacement of all materially damaged and non-functioning elements of the leased premises (except for structural elements) which were present and in good order inside the leased premises as of the date of this Agreement. The tenant will also maintain the leased premises in a clean, orderly and sanitary condition free of insects, rodents, vermin and other pests. In addition, the tenant will not allow undue accumulation of garbage, trash and other refuse, be responsible for janitorial services to the leased premises, be responsible for the cleaning of the exterior of windows of the leased premises, be responsible for the interior security monitoring system, insurance, and utilities.

The Space Utilization Committee approved this lease on March 11, 2014.

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

TRANSFER OF FUNDS

* * * * *

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

9

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------------------------------|-----------------------|--------------------------------------|
| <u>Bureau of Water and Wastewater</u> | | |
| 1. \$213,950.00 | 9960-907101-9558 | |
| Water Revenue | Constr. Res. | |
| Bonds | Small Water Mains | |
| 36,050.00 | " " | |
| <u>Counties</u> | | |
| \$250,000.00 | ----- | 9960-908724-9557-9 Administration |

This transfer will provide funds to cover the cost of WC 1294, Urgent Needs Infrastructure Rehabilitation.

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

11 - 12

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,
pursuant to Charter provisions, a report has

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

03/19/2014

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #002, \$97,634.20 - TR 10314, Parcel D Inner Harbor
Improvements Phase III

| | | | | |
|----------------|-------------|--------------------------|---|---|
| \$4,126,171.10 | \$53,990.70 | Joseph B. Fay Company | - | - |
|----------------|-------------|--------------------------|---|---|

2. **TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------------|-----------------------|---------------------|
| \$ 85,918.10 | 9950-904176-9528 | |
| FED | Constr. Res. | |
| | Jones Falls Inner | |
| | Harbor Trail | |
| 21,479.52 | 9950-902169-9528 | |
| <u>MVR</u> | Constr. Res. | |
| | Saratoga Street | |
| | Streetscape | |
| \$107,397.62 | ----- | 9950-904327-9527-2 |
| | | Contingencies |
| | | Inner Harbor East - |
| | | Phase III |

This transfer will fund the costs associated with Change Order No. 2 to the Project TR 10314, Parcel D - Inner Harbor Improvements Phase III, with Joseph B. Fay Company in the amount of \$97,634.20.

3. EWO #002, \$0.00 - TR 09037R, National Aquarium Access
Improvements

| | | | | |
|----------------|---|--------------|----|---|
| \$2,448,393.00 | - | John Brawner | 90 | - |
|----------------|---|--------------|----|---|

4. EWO #007, (\$69,579.69) - TR 01363, Resurfacing North
Avenue: Greenmount Avenue to Howard Street

| | | | | |
|----------------|-------------|--------------------------------------|---|---|
| \$1,498,944.18 | \$98,283.45 | Machado Con- struction Company | - | - |
|----------------|-------------|--------------------------------------|---|---|

AGENDA

BOARD OF ESTIMATES

03/19/2014

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

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

| | | | |
|---|-------------|------------------------------|-----|
| 5. EWO #003 (\$109,334.67) - TR 12312, Pratt Street Fringe Parking Facility: 1100 James Street | | | |
| \$941,474.95 | \$32,490.00 | Civil Con- struction, LLC | - - |

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

Bureau of Water and Wastewater

| | | | |
|---|----------------|-------------------|------|
| 6. EWO #025, \$51,796.97 - W.C. 1160R, Montebello Plant 2 Finished Water Reservoir Cover | | | |
| \$36,922,950.00 | \$5,660,559.95 | Alan A. Myers, LP | 0 97 |

MWBOO FOUND VENDOR IN COMPLIANCE.

Department of General Services

| | | | |
|---|----------------|-----------------------------|---------|
| 7. EWO #006, \$0.00 - Energy Performance Contract Phase II - Convention Center | | | |
| \$10,142,761.00 | \$1,537,671.08 | Constellation New Energy | 122 100 |

This work was needed because during the energy upgrades, it was noted that the existing VFDs that were to remain were failing at an alarming rate. Sufficient funds to replace the VFDs were already in the project contingency. However, the contractor requires additional time to acquire and install the new equipment.

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Mayor's Office - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with The Family League of Baltimore City, Inc. (The Family League). The period of the Agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$6,288,682.00 - 1001-000000-4460-692000-607001

BACKGROUND/EXPLANATION:

The first installment to The Family League will be paid in the amount of \$1,572,170.50, after Board of Estimates approval. The amount of \$1,572,170.50 will be paid quarterly for the next three quarters of the term of the Agreement.

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

This grant will support the administration of community and school engagement partnerships consisting of out-of-school time (OST) and community schools programs operated by community-based organizations. The OST programs support academic skills development of youth and provide enrichment activities in areas such as athletics and the arts. Community resource schools facilitate a network of partnerships between the school and other community resources that promote student achievement and family and

AGENDA

BOARD OF ESTIMATES

03/19/2014

Mayor's Office - cont'd

community well-being. The programs are expected to have a positive impact on school attendance and reduce incidences of negative behavior for participants.

In Fiscal Year 14, the funds will support 42 community schools (5 of which are in the planning stage) and 49 out-of-school time programs. The funds will also support the provision of training and technical assistance to ensure that services are delivered with high quality and with consistency, as well as summer programming through the Read to Succeed summer camp initiative. In addition, this grant will provide direct support to the University of Maryland Extension, Teach for America, and Experience Corp.

The Agreement is late because a supplemental appropriation was introduced, resulting in legislative review and approval by the City Council. This delayed the issuance of the award letter to The Family League until December 9, 2013.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Mayor's Office of Human Services (MOHS) - Agreements and
Amendment No. 2
to Agreement

The Board is requested to approve and authorize execution of the various Agreements and an Amendment No. 2 to Agreement.

AGREEMENTS

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC. \$ 81,600.00**

Account: 6000-685214-3572-333629-603051

Under the terms of this Agreement, the organization will use the funds for rental subsidies for clients of its Front Door Program. The organization will provide Case Management services to clients receiving rental subsidies. The period of the agreement is January 1, 2014 through December 31, 2014.

MWBOO GRANTED A WAIVER.

2. **ST. VINCENT DE PAUL OF BALTIMORE, INC. \$363,941.50**

Account: 4000-496213-3573-267829-603051

Under the terms of this Agreement, the organization will use the funds to provide permanent housing and supportive services to 28 homeless individuals (clients). The period of the agreement is January 1, 2014 through December 31, 2014.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/19/2014

MOHS - cont'd

3. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 37,582.50**

Account: 4000-496213-3571-591429-603051

Under the terms of this Agreement, the organization will use the funds to provide 27 homeless individuals (clients) with various support services including, case management, client advocacy, counseling, personal identification, and other essential documents. The period of the agreement is December 1, 2013 through November 30, 2014.

4. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$105,586.00**

Account: 4000-496213-3572-591429-603051

Under the terms of this Agreement, the organization will use the funds to provide 20 homeless individuals with temporary housing assistance and supportive services. The period of the agreement is December 1, 2013 through November 30, 2014.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/19/2014

MOHS - cont'd

5. **PROJECT PLASE, INC.** **\$ 88,657.00**

Account: 1001-000000-3650-336400-607001

Under the terms of this Agreement, the organization will use the funds to cover the cost of ten transitional housing beds for 201 nights for clients of the Baltimore City Department of Social Services' Transitional Housing Program. The period of the agreement is December 1, 2013 through June 30, 2014.

MWBOO GRANTED A WAIVER.

The Agreements are late because of delays at the administrative level.

AMENDMENT NO. 2 TO AGREEMENT

6. **MARIAN HOUSE** **\$ 36,225.00**

Account: 4000-496313-3573-591219-603051

On May 8, 2013, the Board approved the original agreement in the amount of \$225,975.00. On October 30, 2013 the Board approved amendment no 1. to the agreement in the amount of \$4,267.00 to increase administrative costs. This Amendment No. 2 to Agreement in the amount of \$36,225.00 will cover additional rental assistance costs related to providing housing for 15 homeless clients for a total award amount of \$266,467.00. All other terms and conditions of the original agreement remain unchanged.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

03/19/2014

MOHS - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
20 - 22
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

1. SC 905, Improvements to Sanitary Sewers in the Northern Region of the High Level Sewershed Spiniello Companies \$9,863,875.00

| | | |
|------------------------------|---------------------|--------------|
| MBE: CCTV Master, LLC | \$300,000.00 | 3.04% |
| Shekinah Group, LLC | 220,000.00 | 2.23% |
| WCS Hughes, Inc. | <u>171,000.00</u> | <u>1.73%</u> |
| | \$691,000.00 | 7.00% |

| | | |
|---|--------------|-------|
| WBE: R&R Contracting Utilities, Inc. | \$198,000.00 | 2.00% |
|---|--------------|-------|

MWBOO FOUND VENDOR IN COMPLIANCE.

2. **TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|------------------------|---|---|
| \$13,020,315.00 | 9956-904620-9549 Wastewater Revenue Bonds | Construction Reserve Sewer System Rehab- High Level |
| \$ 986,388.00 | ----- | 9956-905620-9551-2 Extra Work |
| 986,388.00 | ----- | 9956-905620-9551-3 Design |
| 591,832.00 | ----- | 9956-905620-9551-5 Inspection |
| 9,863,875.00 | ----- | 9956-905620-9551-6 Construction |
| <u>591,832.00</u> | ----- | 9956-905620-9551-9 Administrative |
| \$13,020,315.00 | | |

The funds are needed to award SC 905, Improvements to the Sanitary Sewers in the Northern Region of the High Level Sewershed.

AGENDA

BOARD OF ESTIMATES

03/19/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

| | | | |
|---|--|----|-----------|
| 3. B50003246, Pavement Restoration for Patterson Park | Marcelino Filipi d/b/a M&F Contractor Company | \$ | 76,730.00 |
|---|--|----|-----------|

(Department of Recreation & Parks)

| | | | |
|--|-------------------|--|---------------|
| MBE: Quality Trucking Company, Inc. | \$3,960.00 | | 5.16% |
| Sparks Quality Fence Company | 3,960.00 | | 5.16% |
| | <u>\$7,920.00</u> | | <u>10.32%</u> |

| | |
|----------------------------------|-------|
| WBE: Rowen Concrete, Inc. | 2.86% |
|----------------------------------|-------|

MWBO FOUND VENDOR IN COMPLIANCE.

| | | | |
|---|------------------------|----|------------|
| 4. B50003285, Provide Consultant Assistance for Casino Area Master Plan | McCormick Taylor, Inc. | \$ | 100,000.00 |
|---|------------------------|----|------------|

(Department of Planning)

| | | | |
|---|-------------|--|--------|
| MBE: The Sage Policy Group, Inc. | \$14,880.00 | | 14.88% |
| WBE: Devaney & Associates, Inc. | \$ 3,000.00 | | 3.00% |

MWBO FOUND VENDOR IN COMPLIANCE.

| | | | |
|--|----------------------------------|----|-----------|
| 5. B50003154, Interactive Voice Recognition System | Microlog Corporation of Maryland | \$ | 37,000.00 |
|--|----------------------------------|----|-----------|

(Department of Transportation)

MWBO SET MBE AND WBE GOALS AT 0%.

AGENDA

BOARD OF ESTIMATES

03/19/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- 6. B50003161, Baltimore CliftonLarsonAllen, LLP \$ 0.00
- City Agency and SB & Company, LLC
- Miscellaneous Audits McGladrey, LLP
- Hamilton Enterprises, LLC

Audits will be scheduled on an as-needed basis by selecting either an awarded vendor listed above, or the City Department of Audits. From time to time, the Bureau of Purchases will submit engagement letters for audits that agencies request to be performed under this contract at the fixed hourly rates proposed. Each engagement letter, including price, will be submitted to the Board for final approval before work is started.

(Department of Finance)

MWBOO SET GOALS FOR MBE AT 10% AND WBE AT 5%.

CliftonLarsonAllen, LLP

- MBE: King, King & Associates, P.A. 10%
- WBE: Phillips, LLC 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

SB & Company, LLC

- MBE: King, King & Associates, P.A. 10%
- WBE: Nicole M. Harrell, CPA, LLC 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

McGladrey, LLP

- MBE: The Allocated Formula Group, Inc. 10%
- WBE: The Lichter Group, LLC 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

Hamilton Enterprises, LLC

- MBE: Rufus Ingram, P.A. 39%
- WBE: The Allocated Formula Group, Inc. 10%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Parking Authority for Baltimore City (PABC) - Ratification of Second Amendment to Agreements

The Board is requested to ratify the Second Amendment to the Parking Facility Operations and Management Agreements (Second Amendment). The ratification will extend the agreements through June 30, 2014.

| <u>VENDOR</u> | | <u>FACILITY</u> |
|---|--|--|
| 1. REPUBLIC PARKING SYSTEM, INC. | | MARKET CENTER GARAGE 221 N. PACA STREET |
| <u>2nd Amendment</u> | <u>Original & 1st Amendment</u> | |
| \$155,953.00 | \$ 637,563.00 | - 2075-000000-2321-407100-603016 Maint. & Repair |
| 30,000.00 | 165,000.00 | - 2075-000000-2321-407100-603026 Mgmt. & Incentive |
| <u>44,000.00</u> | <u>376,000.00</u> | - 2075-000000-2321-407100-603038 Security |
| \$229,953.00 | \$1,178,563.00 | |

This amendment in the amount of \$229,953.00 makes the total agreement amount \$1,408,516.00.

MBE: Grady Environmental Services, Inc. 17%

WBE: Sign Solutions, Inc. d/b/a Sign-A-Rama
AJ Stationers

Total WBE 9%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PABC - cont'd

| <u>VENDOR</u> | | <u>FACILITY</u> |
|---------------------------------|--|--|
| 2. PMS PARKING, INC. | | CAROLINE STREET GARAGE 805 S. CAROLINE STREET |
| <u>2nd Amendment</u> | <u>Original & 1st Amendment</u> | |
| \$104,330.00 | \$515,368.00 | - 2075-000000-5800-408200-603016 Maint. & Repair |
| 25,946.00 | 158,109.00 | - 2075-000000-5800-408200-603026 Mgmt. & Incent. |
| 724.00 | 16,810.00 | - 2075-000000-5800-408200-603038 Security |
| <u>\$131,000.00</u> | <u>\$690,287.00</u> | |

This amendment in the amount of \$131,000.00 makes the total agreement amount \$821,287.00.

| | | |
|---|--------------------------|----------------------|
| MBE: Admiral Elevator Co., Inc. | \$ 0.00 | 0% |
| Shantech Electric, Inc. | \$1,413.00 | 16.14% |
| WBE: Sue-Ann's Office Supply, Inc. | \$2,001.00 | 22.86% |
| Sign Solutions, Inc. d/b/a Sign-A-Rama | 468.00 | 5.35% |
| B&B Lighting Supply, Inc. | 664.00 | 7.59% |
| | <u>\$3,133.00</u> | <u>35.80%</u> |

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PABC - cont'd

| <u>VENDOR</u> | <u>FACILITY</u> |
|---------------------------------|--|
| 3. PMS PARKING, INC. | LITTLE ITALY GARAGE 400 S. CENTRAL AVENUE |
| <u>2nd Amendment</u> | <u>Original & 1st Amendment</u> |
| \$107,634.00 | \$564,183.00 - 2075-000000-2321-407900-603016 Maint. & Repair |
| 26,232.00 | 144,271.00 - 2075-000000-2321-407900-603026 Mgmt. & Incent. |
| 1,363.00 | 25,815.00 - 2075-000000-2321-407900-603038 Security |
| <u>\$135,229.00</u> | <u>\$734,269.00</u> |

This amendment in the amount of \$135,229.00, makes the total agreement amount \$869,498.00.

| | | |
|--|---------------------------|----------------------|
| MBE: Admiral Elevator Co., Inc. | \$ 5,850.00 | 34.28% |
| WBE: Sue-Ann's Office Supply, Inc. | \$ 1,227.00 | 7.19% |
| Sign Solutions, Inc. d/b/a Sign-A-Rama | 3,749.00 | 21.97% |
| B&B Lighting, Supply | <u>200.00</u> | <u>1.17%</u> |
| | <u>\$ 5,176.00</u> | <u>30.33%</u> |

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PABC -cont'd

| <u>VENDOR</u> | <u>FACILITY</u> |
|----------------------------------|--|
| 4. LANDMARK PARKING, INC. | FLEET AND EDEN GARAGE 501 EDEN STREET |
| <u>2nd Amendment</u> | <u>Original & 1st Amendment</u> |
| \$154,217.00 | \$734,431.00 - 2075-000000-2321-408300-603016 |
| 36,000.00 | 198,000.00 - 2075-000000-2321-408300-603026 |
| 1,500.00 | 17,000.00 - 2075-000000-2321-408300-603038 |
| <u>\$191,717.00</u> | <u>\$949,431.00</u> |
| | Maint. & Repair Mgmt. & Incent. Security |

This amendment in the amount of \$191,717.00, makes the total agreement amount \$1,141,148.00.

| | | |
|---|-------------------|---------------|
| MBE: TGM, Inc.* | \$ 988.00 | |
| Eastwood Painting & Contracting, Inc. | <u>3,000.00</u> | |
| | \$3,988.00 | 18.00% |
| WBE: Sue-Ann's Office Supply, Inc. | \$1,124.00 | |
| Sign Solutions, Inc. d/b/a Sign-A-Rama | <u>1,077.00</u> | |
| | \$2,201.00 | 9.9% |

The Minority and Women's Business Opportunity Office has reviewed MBE/WBE participation. As of this date, MWBOO has determined that the prime contractor is in compliance. The contractor did less than \$50,000.00 during this period.

*TGM certification has expired.

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PABC - cont'd

| <u>VENDOR</u> | <u>FACILITY</u> |
|---|--|
| 5. PMS PARKING, INC. AND LAZ PARKING MID-ATLANTIC, LLC | ST. PAUL PLACE GARAGE 210 ST. PAUL PLACE |
| <u>2nd Amendment</u> | <u>Original & 1st Amendment</u> |
| \$ 139,029.00 | \$684,972.00 - 2075-000000-2321-408100-603016 |
| 42,102.00 | 231,561.00 - 2075-000000-2321-408100-603026 |
| 5,000.00 | 76,501.00 - 2075-000000-2321-408100-603038 |
| \$186,131.00 | \$993,034.00 |
| | Maint. & Repair Mgmt. & Incent. Security |

This amendment in the amount of \$186,131.00, makes the total agreement amount \$1,179,165.00.

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

| | | |
|---|-------------------|---------------|
| MBE: Unique Pressure Washing, LLC* | \$5,400.00 | |
| T.E. Jeff | <u>1,050.00</u> | |
| | \$6,450.00 | 12.29% |
| WBE: Sue-Ann's Office | \$ 720.00 | |
| Supply, Inc. | | |
| Sign Solutions, Inc. d/b/a | 245.00 | |
| Sign-A-Rama | | |
| Shantech Electric, Inc. | <u>365.00</u> | |
| | \$1,330.00 | 2.53% |

*Unique Pressure Washing, LLC's certification expired February 3, 2014.

The PABC recommends approval of the amendment and to allow the vendor 60 days to come into compliance during the extension.

MWBOO FOUND THE VENDOR IN NON-COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PABC - cont'd

| <u>VENDOR</u> | <u>FACILITY</u> |
|--|--|
| 6. PMS PARKING INC. AND LAZ PARKING MID-ATLANTIC, LLC | FRANKLIN STREET GARAGE 15 W. FRANKLIN STREET |
| <u>2nd Amendment</u> | <u>Original & 1st Amendment</u> |
| \$107,396.00 | \$518,653.00 - 2075-000000-2321-407900-603016 Maint. & Repair |
| 18,000.00 | 99,000.00 - 2075-000000-2321-407900-603026 Mgmt. & Incent. |
| 1,000.00 | 12,500.00 - 2075-000000-2321-407900-603038 Security |
| <u>\$126,396.00</u> | <u>\$630,153.00</u> |

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

| | | |
|--|--------------------|---------------|
| MBE: Admiral Elevator Co., Inc. | \$ 6,432.00 | 7.35% |
| Unique Pressure Washing, | 4,200.00 | 4.80% |
| TE Jeff, Inc. | <u>1,050.00</u> | <u>1.20%</u> |
| | \$11,682.00 | 13.35% |
| WBE: Sue-Ann's Office Supply, | \$ 694.00 | .79% |
| Inc. | | |
| Sign Solutions, Inc. d/b/a | 583.00 | .67% |
| Sign-A-Rama | | |
| Shantech Electric, Inc. | <u>509.00</u> | <u>.58%</u> |
| | \$ 1,786.00 | 2.04% |

MWBOO FOUND THE VENDOR IN NON-COMPLIANCE.

The PABC recommends approval of the amendment and to allow the vendor 60 days to come into compliance during the extension.

PABC - cont'd

BACKGROUND/EXPLANATION:

On May 11, 2011 the Board approved the original agreements for the period April 1, 2011 through June 30, 2012. On June 27, 2012, the Board approved the first amendment to the original Agreements which extended the terms for 18 months through December 2013.

The Second Amendments will extend the term through June 30, 2014. This will allow the Parking Authority to finalize the process of awarding a longer term agreement for the operation of the garages. The Second Amendment will provide additional funding to pay for anticipated operating expenses and compensate the vendors during the extended term upon the original compensation structures.

The Parking Authority has been working toward the award of longer-term agreements for the groups of facilities to management firms. These efforts have been delayed due to the Parking Authority experiencing significant disruption in the personnel charged with oversight and administration of this and other management agreements and procurement of new management agreements. The Parking Authority has made the requisite personnel changes and is prepared to move forward with seeking award of new agreements for the parking facilities during the term of the extensions. This procurement is currently underway.

The PABC has been satisfied with the operation of the garages and believes the continued operation by the vendors during the completion of the process will be beneficial to the City and the PABC.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Second Amendments to Parking Facility Operations and Management Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/19/2014

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 Alcott Place Apartments. A local resolution of support is required for all borrowers to participate in any State-funded programs.

AMOUNT OF MONEY AND SOURCE:

No new City funds are being requested at this time.

| <u>Amount</u> | <u>Source</u> |
|------------------------------|--|
| \$2,338,318.00 - Approximate | 4% Low Income Housing Tax Credit (LIHTC) |
| \$1,190,000.00 - Approximate | Community Development Administration (CDA)/ Tax Exempt Bonds |
| \$1,425,057.00 - Approximate | CDA/Rental Housing Program Funds (Assumed Debt) |
| \$1,376,093.00 - Approximate | MD-DHCD/Maryland Housing Rehabilitation Program |
| \$ 94,236.00 - Approximate | MD-DHCD/Empower |

BACKGROUND/EXPLANATION:

The Alcott Place Apartments, located at 2702 and 2705 Keyworth Avenue will consist of the acquisition, rehabilitation and new construction of an existing elderly apartment complex. Upon completion, the project will provide 51 one and two-bedroom units of senior housing restricted to individuals earning 50% to 60% of the Area Median Income.

The borrower of record will be Pax-Edwards, LLC, an affiliate of the Severn Development Company, LLC.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Housing and - Land Disposition Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement (LDA) with Iron Gate Developers, LLC., for the sale of the City-owned property located at 922 N. Caroline Street.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in the property.

The project will involve the rehabilitation of the vacant property into a single-family home which the purchaser plans to use as a single-family rental unit. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment. The property is in the Gay Street neighborhood.

This property was journalized and approved for sale on October 19, 2011.

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

The property located at 922 N. Caroline Street is being sold for \$4,000.00. The DHCD has determined the fair market value of the property to be \$6,250.00 using the Waiver Valuation Process. This property is in far worse condition than many of the comparable properties in the area. Sale of this vacant property at a price below the waiver valuation value will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction and the property will be reoccupied and returned to the tax rolls.

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Housing and - Memorandum of Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Agreement (MOA) among the Mayor and City Council of Baltimore, East Baltimore Development, Inc. (EBDI), and the Maryland State Historic Preservation Officer (MD SHPO) regarding the East Baltimore Northwest Project Site, Part of the East Baltimore Biotechnology Park. Federal law requires this agreement with the MD-SHPO. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this action subject to review and approval for form and legal sufficiency by the Law Department. The period of the MOA is effective upon Board approval for five years.

AMOUNT OF MONEY AND SOURCE:

There are no City funds required for the MOA.

BACKGROUND/EXPLANATION:

In August 2012, the EBDI proposed to use State funds and Community Development Block Grant (CDBG) funds to implement the Northwest Project Site. The project, or undertaking, will entail the acquisition, rehabilitation, demolition, and new construction of properties, and development of a new public park. The project site footprint is defined in the MOA, and is roughly bounded by Broadway, East Chase Street, Chester Street, and the railroad tracks.

In 2013, the DHCD proposed to demolish residential buildings with CDBG Blight Elimination funds in the same Northwest Site Project footprint.

The MOA is a result of the historic preservation consulting process in compliance with federal laws and state historic review requirements between the public, preservation organizations, DHCD, EBDI, and the MD-SHPO. The documents have been reviewed by the Law Department and all signatories.

AGENDA

BOARD OF ESTIMATES

03/19/2014

DHCD - cont'd

The terms of the MOA include:

- EBDI will finalize an "Undertaking Plan" for buildings included in the Undertaking and submit the Undertaking Plan to DHCD and the MD SHPO for comment. A proposed Treatment Plan diagram indicating the proposed treatment for historic resources within the Northwest Project Site will be part of the Undertaking Plan. The Treatment Plan can reduce the properties slated for demolition, but cannot increase them;
- EBDI will submit rehabilitation projects that are part of the Undertaking to the MD SHPO for review and approval;
- EBDI will submit new construction projects that are part of the Undertaking to the MD SHPO for review and approval;
- EBDI will ensure that all property owners within the footprint are provided with information regarding City historic tax credits that are available through CHAP;
- EBDI will salvage historic architectural features from row-house structures that are to be demolished before demolition;
- EBDI will complete certain historical and architectural recordation activities;
- EBDI will refer private property owners within the boundaries of the Northwest Project Site to the Painted Screen Society of Baltimore to provide information on Baltimore's tradition of painted screens which originated in East Baltimore;
- EBDI will hire a qualified professional to develop architectural elevation drawings of 847 North Collington Avenue and the west façade of the entire block of 800 North Collington Avenue (odd side). These drawings will meet the Secretary of the Interior's Standards for Architectural and Engineering Documentation; Historic American Buildings Survey; and

AGENDA

BOARD OF ESTIMATES

03/19/2014

DHCD - cont'd

- EBDI and Forest City-New East Baltimore Partnership LLC will develop a design for the new Public Park located as shown in attachment D, and will include interpretation of the history of East Baltimore, particularly within the project footprint.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of Baltimore City Code Minority and Women's Business Program is not applicable to this agreement.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Housing and Community Development (DHCD) - Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Ms. Cheryl Queen, developer, for the sale of the City-owned property located at 1121 N. Mount Street.

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1121 N. Mount Street to Ms. Queen.

The project will involve the rehabilitation of the vacant property into a single family home which the developer plans to use as an affordable housing rental unit. The developer will be using private funds. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment.

The authority to sell the property is through Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code.

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

The property located at 1121 N. Mount Street is being sold to Ms. Queen for \$3,500.00. The DHCD has determined the fair market value of the property to be \$5,300.00 using the Waiver Valuation

AGENDA

BOARD OF ESTIMATES

03/19/2014

DHCD - cont'd

Process. This property is in far worse condition than many of the comparable properties in the area. The sale of this vacant property at a price below the Waiver Valuation will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be reoccupied and returned to the tax rolls.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Public Works (DPW) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Inland Waters Pollution Controls, Inc. (IWPC). The period of the MOU is effective upon Board approval for one year or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Inland Waters Pollution Control, Inc., approached the City with an offer to rehabilitate approximately 30-foot section of a 9-foot diameter pipe, located along E. Monument Street (the "Subject Pipe"), during a pilot project in order to test if the IPR Ecocast geopolymer coating would restore the subject pipe to its original flow characteristics. The City and the IWPC have agreed to allow the IWPC to provide and install temporary bypass pumping in order to isolate the subject pipe from service to test and evaluate whether the infiltration has been stabilized and any potential conflicts with the City's maintenance operations. The IWPC will conduct this test project at absolutely no cost or expense to the City pursuant to the terms of the Agreement.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of General Services - Minor Privilege Permit Applications

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

| <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|--------------------------|-----------------------|---|
| 1. 1701 W. North Ave. | Nicholas Samaroo | Retain two cornice signs 8' x 2, four tubes |
| Annual Charge: | \$211.20 | |
| 2. 1025 S. Charles St. | Kenneth L. Horsman | Retain two single face electric signs 15' x 4'; 13' x 2' |
| Annual Charge: | \$308.60 | |
| 3. 1173 Washington Blvd. | David Lee Carre | Retain one double face electric sign 8' x 2', one flat sign 8' x 3' |
| Annual Charge: | \$105.50 | |
| 4. 1500 Bayard St. | Berg Brothers Company | Block fence 366 square feet |
| Annual Charge: | \$640.50 | |
| 5. 3100 Fait Ave. | Erco Management, LLC | Retain cornice sign 42' x 1½', awning 42' x 2', stack vent, ten fluorescent tubes |
| Annual Charge: | \$716.30 | |

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of General Services - cont'd

| <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|---------------------------------|---|--|
| 6. 806 S. Broadway | The Vagabond Players, Inc. | Retain flat sign 15' x 1½', three spot reflectors |
| Annual Charge: | \$105.60 | |
| 7. 250 W. Pratt St. | Behringer Harvard Pratt H, LLC (ETAL) | Double face sign 9'6" x 2'6" |
| Annual Charge: | \$ 70.40 | |
| 8. 725 W. 36 th St. | 725 West, LLC | Retain double face sign 2' x 2', one bike rack, four gooseneck lights, two spot reflectors |
| Annual Charge: | \$246.30 | |
| 9. 831 W. 36 th St. | Gloria S. Domingo | Retain one double face sign 12' x 2', one flat sign 8' x 3' |
| Annual Charge: | \$105.60 | |
| 10. 118 W. 25 th St. | Steve McMurray | Retain awning w/ signage 26' x 2', four gooseneck lights |
| Annual Charge: | \$214.80 | |
| 11. 118 W. 25 th St. | Steve McMurray | Outdoor seating 16' x 5' |
| Annual Charge: | \$337.50 | |

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of General Services - cont'd

| <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|---------------------------|---------------------------|---|
| 12. 5317 Belair Rd. | Braganza Holdings, LLC | One metal canopy 34.20 sq. ft. |
| Annual Charge: \$ 71.82 | | |
| 13. 38 S. Paca St. | 36 South Paca Street, LLC | Retain two single face electric signs 36.75 sq. ft. and 44.5 sq. ft. |
| Annual Charge: \$562.40 | | |
| 14. 2113 E. Baltimore St. | Howard Ehrenfeld | Garage extension 25' x 1.5' |
| Annual Charge: \$131.25 | | |
| 15. 239 N. Gay St. | Gay Street, LLC | Three bracket signs 3' x 3', one single face electric sign 5.52 sq. ft. |
| Annual Charge: \$228.40 | | |
| 16. 910 S. Fagley St. | Merchants Hill, LLC | One set of steps 11'11" x 1'9" |
| 912 S. Fagley St. | Merchants Hill, LLC | One set of steps 14'5" x 1'9" |
| 914 S. Fagley St. | Merchants Hill, LLC | One set of steps 14'5" x 1'9" |
| 916 S. Fagley St. | Merchants Hill, LLC | One set of steps 10'3" x 1'9" |

Flat Charge: \$140.80

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an agreement with Johns Hopkins University (JHU), School of Medicine for the Ryan White Part A - Outreach Services. The period of the ratification is September 1, 2013 through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$43,363.00 - 4000-427713-3023-599621-603051

BACKGROUND/EXPLANATION:

The JHU will identify and link to care HIV-positive residents of the Baltimore Eligible Metropolitan Area who have HIV, but are not in care and will test people engaged in high-risk activities who do not know their HIV status.

On November 1, 2013, the Health Department program manager requested an agreement with the JHU. The agreement was prepared, sent to legal for review and then mailed to the JHU on November 13, 2013. However, during the routing process the agreement expired on February 28, 2014.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of gift cards from Subway Restaurants, Inc., McDonald's Corporation, Papa John's USA, Inc., and Burger King Corporation for incentives for the Operation Safe Kids Program.

AMOUNT OF MONEY AND SOURCE:

\$1,250.00 - 125 - Subway Restaurants, Inc. @ \$10.00 each
1,250.00 - 250 - McDonald's Corporation @ \$ 5.00 each
1,250.00 - 125 - Papa John's USA, Inc. @ \$10.00 each
1,250.00 - 125 - Burger King Corporation @ \$10.00 each
\$5,000.00 - 5000-518614-3160-308000-604051

BACKGROUND/EXPLANATION:

The incentive cards will be distributed to youth in the Office of Youth Violence Prevention/Operation Safe Streets program as a way of rewarding them for achievements such as progress in school, compliance with court-ordered mandates, etc.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of the program activity vis-à-vis' the internal policy, which are to be shared with the Department of Audits. This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent to the original Board approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Virginia Walker.

AMOUNT OF MONEY AND SOURCE:

\$80.00 - 1001-000000-3080-288700-603022

BACKGROUND/EXPLANATION:

Ms. Walker did not submit her expense statement until December 2013 because she was waiting for a copy of the cancelled check from her bank. The expense is for the renewal of Ms. Walker's Social Worker license.

In accordance with Article 35: Tuition Reimbursement of the Memorandum of Understanding between the City Union of Baltimore, Local 800, AFT, AFL-CIO, Master CUB Agreement Part A, Unit II (Supervisory) states that all personnel requiring a special license to maintain a position, will be reimbursed for renewal fees, other than vehicle operating licenses, by the employer.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - Interim FY 14 Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Interim FY14 Notification of Grant Award (NGA) from the State of Maryland Department of Aging (MDOA) for Nutrition Service Incentive Program (NSIP). The period of the NGA is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$292,453.00 - 6000-633514-3254-316200-404001

BACKGROUND/EXPLANATION:

Approval of this NGA for FY14 NSIP will allow the Department to provide funding for senior nutrition programs at designated meal sites or home-delivered meals.

The NGA is based on the FY13 NSIP funding and reflects the Department's award based on actual FY13 meal counts and the final FY13 award notification.

This grant is late because it was recently received from grantor.

APPROVED FOR FUNDS BY FINANCE

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

(The Interim FY14 Notification of Grant has been approved by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDOA) for the FY14 Affordable Care Act-Medicare Improvements for Patients and Providers Act. The period of the NGA is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$6,983.00 - 5000-575914-3044-273300-405001

BACKGROUND/EXPLANATION:

This grant will allow the Department to expand outreach, education and counseling services to Medicare beneficiaries. As a result of outreach services, beneficiaries will obtain help to apply for benefits related to Medicare.

By accepting this grant, the Department agrees to abide by the Older American Act, as amended, and all applicable Federal and State policies, rules and procedures.

This grant is late because it was recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Dept. - cont'd

3. **JOHNS HOPKINS UNIVERSITY** **\$ 40,691.00**

Account: 4000-425614-3023-599609-603051

The organization will provide services under medical case management to include activities and interventions to improve the health outcomes of the mother and her infant during the perinatal period for HIV infected women. The patient will undergo a comprehensive needs assessment at entry into care.

4. **JOHNS HOPKINS UNIVERSITY** **\$ 48,394.00**

Account: 4000-424514-3023-599625-603051

The organization will enroll HIV infected women receiving perinatal services with co-morbidities of HIV and substance into non-medical case management services during the term of their pregnancy to increase adherence to medical care and HIV antiretroviral treatment ultimately to reduce mother to child transmission.

The agreements are being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part B and D 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.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Dept. - cont'd

5. **EDWARD A. MYERBERG SENIOR CENTER, INC.** **\$ 40,997.00**

Account: 4000-433514-3024-295914-603051

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

The agreement is late because the Health Department was waiting on grant approval, finalization of budget and signatures from the provider.

6. **WOODBOURNE WOODS, INC.** **\$ 26,000.00**

Account: 4000-432914-3024-268400-604014

The organization will provide a Title III C-1 Congregate Housing Meal Services program. The program will provide 25 elderly residents weekday meals at the Woodbourne Woods Apartments located at 1650 Woodbourne Avenue, Baltimore, Maryland 21239. The meals are being provided at a cost of \$4.00 per meal. The period of the agreement is October 1, 2013 through September 30, 2014.

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

7. **HOWARD COUNTY, MARYLAND, HOWARD COUNTY HEALTH DEPARTMENT** **\$125,690.00**

Account: 5000-568214-3150-271300-405001

Under the terms of this Intergovernmental Agreement, the

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - cont'd

Department's Office of Field Health Services will provide screening and certification services for transportation. The transportation will be provided for non-emergency ambulatory, wheelchair van and ambulance transportation to and from medically necessary Medicaid/HealthChoice covered medical appointments for eligible recipients in Howard County, who have no other means of transportation. The period of the agreement is July 1, 2013 through June 30, 2014.

The agreement is late because it was prepared by Howard County Health Department and was recently completed and returned.

8. UNIVERSITY OF MARYLAND PEDIATRIC ASSOCIATES, P.A. \$252,500.00

Account: 4000-428214-3080-294390-600000

Initial Case Management \$ 75,000.00
(150 visits @ \$500.00 ea.)

Individualized Family Service \$ 27,500.00
Plan review - annual
(100 visits @ \$275.00 ea.)

On-going Case Management \$150,000.00
(1,000 visits @ \$150.00 ea.)

The organization will provide health-related early intervention/case management services for eligible patients in the Baltimore Infants and Toddlers Program. The organization will be reimbursed according to the Department of Health and Mental Hygiene policies for the Maryland Medical Assistance Program. The period of the agreement is July 1, 2013 through June 30, 2014.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - cont'd

The Agreement is late because revisions delayed processing and additional time was needed to reach a full understanding between the parties.

MWBOO GRANTED A WAIVER.

9. **THE ZANVYL AND ISABELLE KRIEGER FUND** **\$ 45,000.00**

Account: 6000-618714-3080-595600-406001

Under the terms of this Grant Agreement, the Department will use the funds to provide training of frontline supervisors in the Department's home visiting programs and the completion of the B'More Fit for Healthy Babies Pilot. The period of the Grant Agreement is March 15, 2014 through June 30, 2015.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 7) AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Health Department - Correction to Dollar Amount

ACTION REQUESTED OF B/E:

The Board is requested to approve a correction to the dollar amount in the Board memo for an agreement with Baltimore Healthy Start, Inc.

AMOUNT OF MONEY AND SOURCE:

| <u>Previously Approved Amount</u> | <u>Correct Amount</u> |
|-----------------------------------|-----------------------|
| \$337,000.00 | \$337,600.00 |

Additional Amount for Approval

\$600.00 - 5000-530014-3080-595800-603051

BACKGROUND/EXPLANATION:

On August 28, 2013, the Board approved the Agreement with Baltimore Healthy Start, Inc. for the period of July 1, 2013 through June 30, 2014 in the amount of \$337,000.00. The amount on the Board memo was incorrect. The Board is requested to approve a correction to the dollar amount to \$337,600.00.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/19/2014

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

The Board is requested to approve a refund of real property taxes for Mr. Charles T. James.

It is the opinion of the Law Department that Mr. James has met the qualifications for a real property tax exemption as a disabled veteran, and that Mr. James 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. James 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> |
|---------------------|-------------------------------|---------------------|-------------------|
| Charles T. James | 2706 Cylburn Meadows Court | 2012/2013 | \$5,115.42 |

Mr. James filed his application on February 5, 2014.

Pursuant to the Tax Property Article, Section 7-208(h)(2) it is required that interest will 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 February 14, 2014. In order to avoid interest being paid, the refund must be made within 60 days of that date.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Law Department - Settlement Agreement & Release
and Settlement Order

The Board is requested to approve the Settlement Agreement and Release and Settlement Order for the following claims:

SETTLEMENT AGREEMENT AND RELEASE

1. Oksana Brown v. Baltimore Police Department, \$228,000.00
et. al.

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

SETTLEMENT ORDER

2. Milton Kaplan, Trustee v. Mayor & City (\$ 9,523.20)
City Council of Baltimore

The City will pay no money in this settlement. The proposed settlement order is subject to the Board's approval.

The Settlement Agreement and Release and Settlement Order have been reviewed and approved by the Settlement Committee of the Law Department.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Baltimore City Fire Department - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Agreement (MOA) for FY2011 Urban Area Security Initiative Grant Program for Volunteer Centers with the Business Volunteers of Maryland (BVM). The period of the MOA is effective upon Board approval through May 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$10,500.00 - 4000-470912-2023-212614-404001

BACKGROUND/EXPLANATION:

The grant for this MOA is a federal grant administered through the Maryland Emergency Management Agency, with no matching funds. The grant will be used by the BVM to maintain resources for the development and implementation of policies and procedures and for training to develop a region wide network of volunteer management centers.

The grant is late because of details working out the wording of the contract.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 013, to EBA Engineering, Inc. under Project 1174, Materials Testing and Inspection Services. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$146,541.33

BACKGROUND/EXPLANATION:

EBA Engineering, Inc. will provide material testing and inspection services for SC 845R, Nitrification Filters and Related Work for the Enhanced Nutrient removal Facilities at the Patapsco Wastewater Treatment Plant.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Bureau of Water and Wastewater - 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 Dewberry & Davis, LLC, for Project 1155, Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas. The Amendment No. 2 extends the period of the Agreement for nine months through December 21, 2014 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9960-905659-9557-900020-702064

BACKGROUND/EXPLANATION:

On December 21, 2011, the Board approved a two year contract with Dewberry & Davis, LLC on Project 1155, Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas. Amendment No. 1 was approved on February 27, 2013 which extended the period of the Agreement for three months and increased the upset limit. The consultant provided construction phase services for Meter Setting Installation, Small Water Main Replacement, and Rehabilitation Contracts. Under this Amendment No. 2, the consultant will: 1) continue providing engineering services for Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas, and 2) complete construction phase services for Meter Setting Installation, and Water Main Replacement/Rehabilitation contracts. All other terms and conditions of the original agreement remain unchanged.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Bureau of Water and Wastewater - 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 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

03/19/2014

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Post Award Services Agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), Consultant, for SC 855, ENR Modifications to Existing Facilities at the Patapsco Wastewater Treatment Plant. The agreement expires December 15, 2014.

AMOUNT OF MONEY AND SOURCE:

| | | | |
|----|-----------------------|---|--------------------------------|
| \$ | 160,808.25 | - | 2070-000000-5601-398400-603018 |
| | 160,808.26 | - | 2070-000000-5601-613600-603018 |
| | 160,808.26 | - | 2070-000000-5601-398500-603018 |
| | 160,808.26 | - | 2070-000000-5601-398600-603018 |
| | 160,808.26 | - | 2071-000000-5601-613800-603018 |
| | 160,808.26 | - | 2071-000000-5601-613900-603018 |
| | 160,808.26 | - | 2071-000000-5601-614000-603018 |
| | 160,808.26 | - | 2071-000000-5601-398500-603018 |
| | 449,267.48 | - | 9956-903345-9551-900020-703032 |
| | \$1,735,733.55 | - | Wastewater Utility Funds |

BACKGROUND/EXPLANATION:

The Consultant will assist the Bureau with monitoring construction schedules, review and update reports and monitor progress during construction of the ENR projects at Back River and Patapsco Wastewater Treatment Plants and other projects under construction. The Consultant will also assist the Bureau in the installation and testing of the Oracle Primavera Products P6, CM14 and B1 Publisher. The Consultant will assist with the implementation of the Primavera P6 and CM14 Scheduling and Reporting tools for use by the Bureau's Contract Administration. The Consultant will coordinate with Project Managers and Field Inspection Personnel to create and update the baseline schedule for all projects in design and construction, migration to tracking all projects using CM14, provide customized hands-on-training for all Divisions in the Bureau to use P6 and CM14 project management tools, and create customized reports for the

AGENDA

BOARD OF ESTIMATES

03/19/2014

BW&WW - cont'd

Bureau and help in better tracking schedules and budgets. The Consultant will also design the new Headworks Bypass Improvements at the Patapsco Wastewater Treatment Plant. During the high wet weather flow conditions, the Plant has to lift the fine screens out of the channels at the Screen Facility. The Bypass is necessary to alleviate this problem which caused the clogging of the new ERN Facilities. The Consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Awards.

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the M/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

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

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------------|-----------------------|---------------------|
| \$192,000.00 | 9956-905533-9549 | |
| Revenue Bonds | Constr. Reserve | |
| | Annual Facilities | |
| | Improvements | |
| 408,000.00 | " " | |
| Counties | | |
| <u>\$600,000.00</u> | | |
| \$449,267.48 | ----- | 9956-903345-9551-3 |
| | | Engineering |
| 150,732.52 | ----- | 9956-903345-9551-9 |
| <u>\$600,000.00</u> | | Administration |

AGENDA

BOARD OF ESTIMATES

03/19/2014

BW&WW - cont'd

The funds are required to cover the costs of the design of SC 855, Amendment No. 2, Headworks at Patapsco Wastewater Treatment Plant.

(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

03/19/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|-------------|----------|
| 4. EDWIN ELLIOT & COMPANY, INC. | \$50,000.00 | Increase |
| Contract No. 08000 - Rotork Actuator Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P525850 | | |

On December 16, 2013, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. An increase is required for purchasing additional parts for the installed Rotork Actuator at the Back River Wastewater Treatment Plant. The above amount is the City's estimated requirement.

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

- | | | |
|---|-------------|---------|
| 5. ACCESS IT GROUP, INC. | \$54,000.00 | Renewal |
| Contract No. 08000 - Sourcefire Network Security Agreement - Police Department - Req. Nos. Various | | |

On March 27, 2013, the Board approved the initial award in the amount \$100,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$54,000.00 is for the annual maintenance and support required to maintain continuity of the network security solution for the Baltimore City Police Department.

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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|--------------|-----------------|
| 6. ALL RECREATION OF VIRGINIA, INC. | \$ 74,083.00 | Selected Source |
| Solicitation No. 06000 - Benches for Various Parks - Department of Recreation and Parks - Req. No. R651656 | | |

The benches are required for various parks throughout the City. The requested type of bench is the sole bench approved by the Commission for Historic and Architectural Preservation to replace or supplement existing park benches. The vendor is the only distributor of the approved benches. A notice of intent to waive compensation was posted in Citibuy and three vendors offered alternate benches which did not meet the City's requirements. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------|----------|
| 7. ONE CALL CONCEPTS | \$4,067,485.00 | Increase |
| LOCATING SERVICES, INC. Contract No. B50002768 - Underground Utility Locating Services - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P522936 | | |

On March 20, 2013, the Board approved the initial award in the amount of \$989,500.00. The award contained two 1-year renewal options. Due to an increase in the number of utilities investigations, an increase in the amount of \$4,067,485.00 is necessary. This increase will make the award amount \$5,056,985.00. The contract expires on April 7, 2016 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

03/19/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

| | | |
|--|--------------|--------|
| MBE: PAJ Business Staffing, Inc. | \$145,023.95 | 14.66% |
| WBE: Boonerang Consulting, LLC | \$ 48,853.09 | 4.94% |

MWBOO FOUND VENDOR IN COMPLIANCE.

8. ITEM 1

| | | |
|------------------|---------------|--|
| UNIVAR USA, INC. | \$ 600,000.00 | |
|------------------|---------------|--|

ITEM 2

| | | |
|----------------------------------|--------------|--|
| KUEHNE CHEMICAL COMPANY, INC. | 2,000,000.00 | |
|----------------------------------|--------------|--|

ITEM 3

| | | |
|------------------------|-----------------------|---------|
| KLEEN-RITE CORPORATION | 100,000.00 | |
| | \$2,700,000.00 | Renewal |

Contract No. B50002309 - 15% Sodium Hypochlorite - Department of Public Works, Bureau of Water and Wastewater, and Recreation and Parks - P.O. Nos. P520017, P520018 and P520019

On April 4, 2012, the Board approved the initial award in the amount of \$3,270,000.00. The award contained four 1-year renewal options. On February 27, 2013, the Board approved the first renewal in the amount of \$3,320,000.00. This renewal in the amount of \$2,700,000.00 is for the period May 1, 2014 through April 30, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/19/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

| | | |
|--|---------|-------------------|
| 9. <u>TOTER, LLC</u> | \$ 0.00 | <u>Correction</u> |
| Contract No. B50003032 - Rollout Containers with RFID - Department of Public Works, Bureau of Solid Waste - P.O. No. P525712 | | |

On August 28, 2013, the Board approved an award that erroneously stated the contract period covered for the initial term is March 20, 2014 through March 19, 2017, with two 1-year renewal options. The solicitation was modified by addendum prior to bid opening, but the term in the addendum was not reflected in Board letter #0255.

The Board is requested to approve the correct contract period of March 20, 2014 through March 19, 2015, with four 1-year renewal options.

10. APPLIED TECHNOLOGY SERVICES, INC.

HCGI HARTFORD, INC.

USC/CANTERBURY CORP.

SHI INTERNATIONAL CORP.

DALY COMPUTERS, INC.

CARAHSOFT TECHNOLOGY CORP.

DATA NETWORKS, INC.

PC MALL GOV, INC.

DIGICON CORPORATION

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

ePLUS TECHNOLOGY, INC.

EN-NET SERVICES, LLC

| | |
|----------------|----------|
| \$5,000,000.00 | Increase |
|----------------|----------|

Solicitation No. B50001422 - Computer Hardware, Software, and Related Items - Agencies: MOIT, etc. - Req. Nos.: Various

On August 11, 2010, the Board approved the initial award in the amount of \$5,000,000.00. On January 18, 2012, the Board approved an increase in the amount of \$12,000,000.00. On June 06, 2013, the Board approved an increase in the amount of \$1,500,000.00. On July 24, 2013, the Board approved the first renewal in the amount of \$2,000,000.00. The Board is requested to approve an increase in the amount of \$5,000,000.00. This increase is required for continuity of computer hardware and software for the City.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Planning - Fiscal Year 2015 - 2020 Capital Budget
and Capital Improvement Program

The Board is requested to **NOTE** receipt of the recommended FY 2015 Capital Budget and the FY 2015 - 2020 Capital Improvement Program and to **REFER** both to the Director of Finance and the Board of Finance for review and to make a report and recommendations to the Board of Estimates.

On February 27, 2014, the Planning Commission adopted the recommended Fiscal Year (FY) 2015 Capital Budget and FY 2015 - 2020 Capital Improvement Program.

The recommended program totals \$4,251,236,000.00 for capital projects during FY 2015 - 2020, and \$882,227,000.00 to be appropriated in July as part of the FY 2015 budget.

Since the February 27, 2014, Planning Commission approval, the Finance Department recommended the following revisions to the FY 2015 Capital Budget. With these changes, the recommended program totals \$4,267,000,000.00 for capital budgets during FY 2015-2020 and \$898,000,000.00 to be appropriated as part of the FY 2015 Budget.

| <u>CIP #</u> | <u>Project</u> | <u>Source</u> | <u>Change</u> |
|---------------------|--|--|----------------------|
| 206-010 | Police Technology Improvements | 100-General | \$5,000,000 |
| 474-047 | Cherry Hill Indoor Pool | 100-General | (\$800,000) |
| 588-019 | Baltimore Homeownership Incentive Program | 100-General | <u>\$2,800,000</u> |
| | | General Funds TOTAL | \$7,000,000 |
| 551-503 | Annual Facilities Improvements | 401-Wastewater Utility Funds | <u>\$4,500,000</u> |
| | | Waste Water Utility Funds TOTAL | \$4,500,000 |
| 557-100 | Water Infrastructure Rehabilitation | 402-Water Utility Funds | <u>\$3,610,000</u> |
| | | Water Utility Funds TOTAL | \$3,610,000 |
| 474-007 | Cherry Hill Indoor Pool | 503-CDBG | \$800,000 |
| 588-019 | Baltimore Homeownership Incentive Program | 503-CDBG | \$300,000 |
| 588-986 | Housing Repair Assistance Program | 503-CDBG | <u>(\$300,000)</u> |
| | | CDBG TOTAL | \$800,000 |

AGENDA

BOARD OF ESTIMATES

03/19/2014

Police Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Nottingham & Associates, (Contractor). The period of the Agreement is February 11, 2014 through February 10, 2015.

AMOUNT OF MONEY AND SOURCE:

\$28,000.00 - 6000-611214-2013-197500-603026

BACKGROUND/EXPLANATION:

The Contractor will provide two training courses on topics specifically selected by the Commissioner of the Police Department per fiscal year. The topics for the two courses are felony car stops and foot pursuits. Both will focus on best practices and will be "train the trainer" classes. Both instructional blocks will address high liability use of force encounters. The agency believes these courses will help to better prepare its officers; reducing the Department's and the City's potential risks and liabilities.

Through this training, the Department hopes to build in concepts which help address alternatives to officers involved in shootings. The training will structure cultural norms and habits.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTIONS.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Police Department - Acceptance of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention. The period of the grant is January 1, 2014 through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$304,000.00 - 4000-474714-2041-212600-600000

BACKGROUND/EXPLANATION:

The grant is for the "Gunshot Detection Initiative." The grant will fund the hardware, software, licensing and service of an automated gunshot detection system. This technology has the ability to locate the origins of gunfire and expedite police response.

This request is late because the award documents were recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Police Department - Grant Adjustment Notice

The Board is requested to approve acceptance of the Grant Adjustment Notice (GAN) from the following grantors:

1. GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP) \$0.00

On February 26, 2014, the Board authorized acceptance of the Grant Award for the "Warrant Service Expansion" project. The grant provides support to the Department for the service of warrants and/or court order violation that involves domestic violence. The grant funds provide overtime for Department members of the Warrant Apprehension Task Force to conduct the initiative. The GAN changes the period of the grant from November 1, 2013 through February 28, 2014 to November 1, 2013 through June 30, 2014. All other terms and conditions of the grant remain unchanged.

2. U.S. DEPARTMENT OF JUSTICE \$0.00

On August 29, 2012, the Board approved and authorized acceptance of the Grant Award for the "2012 DNA Backlog Reduction" program. The grant funds the contracts of various lab technicians and serologists, equipment, overtime and outsourcing while assisting in the overall effort to reduce DNA backlog and reach the full potential of DNA technology. The GAN changes the award period of the grant from October 1, 2012 through March 31, 2014 to October 1, 2012 through September 30, 2014. All other terms and conditions of the grant remain unchanged.

The GANs are late because they were recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSIONS.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

Police Department - Expenditure Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve payment by Expenditure Authorization to the University of Baltimore (UB), School of Justice. The payment is for the period April 1, 7, 8, 21, and 22, 2014.

AMOUNT OF MONEY AND SOURCE:

\$5,250.00 - 6000-611214-2013-197500-603026

BACKGROUND/EXPLANATION:

The UB will provide a Victim Sensitivity and Victims Rights course. This training will be hosted by the Baltimore Police Department's Investigations and Intelligence Bureau. The training will be taught by two staff members from the UMB's College of Public Affairs, School of Criminal Justice in which each will provide eight hours of training at 601 E. Fayette Street (Comstat room). The purpose of this training is to address victim sensitivity along with the respect of victims' rights to all Detectives assigned within the Investigation and Intelligence Bureau.

This training will build upon the same course that all Sergeants and Lieutenants received in the January 2014 sessions. The goal of this training is to lower victim complaints and build stronger relationships within the community through positive response process along with strengthening court cases.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Bureau of the Budget and - Supplementary General Fund
Management Research Operating Appropriation

ACTION REQUESTED OF B/E:

The Board is requested to approve a Supplemental General Fund Operating Appropriation to the MR: Mayor's Office of Human Services - Service 356 Administration for the repayment of federal Housing and Urban Development (HUD) funds, as a result of audit findings regarding the Homeless Prevention and Rapid Re-Housing Grant Program.

AMOUNT OF MONEY AND SOURCE:

(\$3,756,025.35) - General Fund assigned balance

BACKGROUND/EXPLANATION:

On March 4, 2013, HUD's Office of the Inspector General and the Community Planning and Development (CPS) Division issued a series of management decisions in response to the Office of the Inspector General's report regarding Baltimore City and their sub-grantee's handling of funds under the Homeless Prevention and Rapid Re-Housing Program. The management decisions were the result of reconciliation of subgrantee records. As a result of this reconciliation, HUD has determined \$3,756,025.35 of expenditures were not in compliance with the federal grant's terms and conditions. As a result, the City of Baltimore is required to reimburse HUD the full balance of the non-compliant expenditures.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PERSONNEL

Department of Human Resources - Personnel Matters

The Board is requested to approve the following Personnel matters:

Department of Finance

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---------------------|--------------------|--------------------|
| 1. JOE GLENN | \$47.41 | \$15,171.20 |

Mr. Glenn, retiree, will continue to work as a Senior Systems Analyst in the Mayor's Office of Information Technology. He will provide analysis and programming support for the Water & Wastewater billing system with a focus on billing issues. The period of the agreement is effective upon Board approval through December 31, 2014.

| | | |
|-------------------------|---------|--------------------|
| 2. JAMES WAYLAND | \$47.41 | \$15,171.20 |
|-------------------------|---------|--------------------|

Mr. Wayland, retiree, will continue to work as a Senior Systems Analyst in the Mayor's Office of Information Technology. He will provide analysis and programming support for the real property tax system with special focus in getting the real property tax bill produced for Fiscal 2015. The period of the agreement is effective upon Board approval through December 31, 2014.

Account: 1001-000000-1472-165800-601009

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER ON THE HOURLY RATE AS STIPULATED IN THE ADMINISTRATIVE MANUAL 212-1, PART I.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Finance - AM-404-4, Quadrennial Audits Policy

ACTION REQUESTED OF B/E:

Approval is requested for an Administrative Manual policy for carrying out the City Charter Amendment requiring quadrennial audits for 13 principal agencies. On November 07, 2012, voters approved an amendment to the City Charter that requires 13 principal agencies to undergo a financial and performance audit at least once during every four-year term of the Mayor and City Council. The current term of the Mayor and City Council are set to expire on December 31, 2016. Each of the 13 principal agencies defined in the Charter Amendment must have undergone an audit by that date. It is respectfully requested that the Board approve the proposed Administrative Manual policy so those audits can commence.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This administrative policy supports solicitation number B50003161, Request for Proposals for Baltimore City Agency and Miscellaneous Audits. The Charter Amendment did not specify how the quadrennial audits were to be carried out. Solicitation number B50003161, Request for Proposals for Baltimore City Agency and Miscellaneous Audits is a vehicle for awarding contracts to vendors to perform the audits while the Administrative Manual policy provides direction to the principal agencies so that they can fulfill their obligations under Article VII, Section(s) 4.5 of the Baltimore City Charter.

In addition, the Charter Amendment is silent as to how these quadrennial audits should be coordinated to ensure each of the principal agencies fulfills its obligations. The Administrative Manual policy provides clarity to the process by specifying that the Department of Finance in consultation with the Office of the Mayor shall be responsible for ensuring overall compliance with Article VII, Section 4.5 of the Baltimore City Charter.

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Finance - Payment in Lieu of Taxes Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Payment in Lieu of Taxes (PILOT) Agreement with Memorial Development partners, LP (developer).

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time.

\$17,625,000.00 - LIHTC (4%)
26,000,000.00 - CDA/Tax Exempt Bonds
2,500,000.00 - CDA/Rental Housing
\$46,125,000.00

BACKGROUND/EXPLANATION:

This PILOT is to support the redevelopment of the Memorial Apartments, a 12-story high rise located at 301 McMechen Street (the project). The developer is an entity controlled by Somerset Development and Memorial Apartments Corporation, a 501 (C) (3) non-profit and the original developer of the Project.

The estimated annual amount of taxes to be paid under the PILOT is approximately \$140,000.00 per year, increasing over time. The PILOT is to run for as long as the property remains housing for low-income households.

The Memorial Apartments is a U.S. Housing and Urban Development (HUD) 202 Senior Housing project developed pursuant to the National Housing Act of 1959 and currently contains 286 low-income units reserved for seniors.

The project will consist of the full rehabilitation of the units, building systems, infrastructure, amenities, and safety features of the building costing approximately \$100,000.00 per unit. Upon completion, the unit count will be reduced from 286 to 266 units to make more one-bedroom units available.

However, no tenants will be displaced. Fifty-seven units in the project will be reserved for seniors at less than 30% of the

AGENDA

BOARD OF ESTIMATES

03/19/2014

Department of Finance - cont'd

Area Median Income (AMI) through a Housing Assistance Payment (HAP) contract and the balance will be reserved at 50% and 60% of the AMI.

The project was originally constructed in the 1960s and has an existing PILOT from that time. Under the current financing for the project, the Section 202 loan will be repaid.

The current PILOT is for payments equal to 6% of the gross rent. Since the Section 202 loan is being repaid, a new PILOT Agreement is being entered into which is based on Section 7-503 of the Tax-Property Article of the Annotated Code of Maryland. Subsequent to the original PILOT, this Board in 1973, approved a policy for low-income PILOTS which required payment of 10% of sheltered rent. The proposed new PILOT was negotiated with the developer and approved in form by the PILOT Committee as follows:

1. Actual payments on an annual basis will be the lesser of the following:
 - a) Actual assessed taxes for the entire property
 - b) The sum of the following:
 - i) 10% of "shelter rent" (the tenant paid portion of The rent) for those units governed by the HAP contract, plus
 - ii) 6% of "gross rent" for other units in the project. Gross rent will be defined as total rent payments shown on the schedule of rents less the portion of the building's common utilities attributable to those units, plus
 - iii) Actual assessed taxes attributable to any space leased for non-residential use.

Dept. of Finance - cont'd

2. Payments under par 1.b.ii will increase from 6% to 10% Proportionally per annum through years 11-15 after renovations are complete.

Given the terms of the existing PILOT Agreement and the extreme need and age of the current facility and the needs of the City for affordable senior housing, the PILOT Committee believes that the PILOT proposed is necessary to support both the capital and operating needs of the Project.

MBE/WBE PARTICIPATION:

Given the substantial funding provided by the State to this Project which exceeds \$40,000,000.00, the Developer has agreed to Comply with the Minority Business Enterprise and other contracting and hiring requirements of the Maryland Department of Housing and Community Development as set forth in the documents evidencing and securing certain tax-exempt bonds and certain other State of Maryland financing relating to the construction of the Project.

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

AGENDA

BOARD OF ESTIMATES

03/19/2014

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|---|--|---------------|
| <u>Baltimore City Health Department</u> | | | |
| 1. Lori Toscano Tywana Taylor | 2014 Blueprints Conference Denver, CO April 14-16, 2014 (Reg. Fee \$250.00 ea.) | OJJDP Comm- unity Based Violence Preven- tion Grant | \$2,271.92 |

The airfare in the amount of \$352.00 and registration fee in the amount of \$250.00 for each representative were paid using a City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. Therefore, the disbursement amount will be \$533.96 to each representative.

Department of Recreation and Parks

| | | | |
|-----------------------------------|--|------------------|------------|
| 2. Lemuel Thomas | National Recreation & Parks Association Legislative Forum Arlington, VA March 25 - 26, 2014 | General Funds | \$ 644.43 |
| 3. Melissa Grim Rebecca Ebaugh | National Recreation & Parks Association Green School Wheeling, WV March 24 - 28, 2014 (Reg. Fee \$1,965.00 ea.) | General Funds | \$4,588.66 |

The registration fee for Ms. Grim was paid by EA000134273 and the registration fee for Ms. Ebaugh was paid by EA000136539. The attendees will be reimbursed for mileage in the amount of \$329.33 each.

AGENDA

BOARD OF ESTIMATES

03/19/2014

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|---|--------------------|---------------|
| <u>Bureau of the Budget and Management Research</u> | | | |
| 4. Andrew Kleine | 108 th Annual Conf. Government Finance Officers Assn. Minneapolis, MN May 16 - 21, 2014 (Reg. Fee \$380.00) | General Fund | \$1,953.28 |
| <u>Police Department</u> | | | |
| 5. Ronda L. McCoy Ariel S. Ervin | Conference on Crimes Against Women Mar. 30 - Apr. 2, 2014 Dallas, Tx (Reg. Fee \$350.00 ea.) | GTEAP Grant | \$2,952.00 |
| 6. Thomas W. Ryan | Emergency Responder Hazardous Materials Technician for CBRNE Incidents Anniston, AL June 15 - 21, 2014 | | \$ 0.00 |
| <u>Department of Public Works</u> | | | |
| 7. Berke Attila | 2014 Maryland Leadership Forum Hyattsville, MD April 17, 2014 | | \$ 0.00 |

AGENDA

BOARD OF ESTIMATES

03/19/2014

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|--|--------------------|---------------|
| <u>Department of Public Works - cont'd</u> | | | |
| 8. Berke Attila | Financial Management: Cost of Service Rate-Making Seminar April 6 - 9, 2014 N. Charleston, SC (Reg. Fee \$995.00) | Waste-water | \$2,045.91 |
| <u>Mayor's Office of Information Technology</u> | | | |
| 9. Lisa Allen | CS Week Conference San Antonio, TX May 3 - 8, 2014 (Reg. Fee \$199.00) | General Funds | \$1,515.00 |

The airfare and registration fee have been pre-paid using a City-issued credit card assigned to Ms. Allen. Therefore, the disbursement amount to Ms. Allen will be \$940.00.

TRAVEL APPROVAL AND REIMBURSEMENT

Health Department

| | | | |
|-------------------------|--|--------------------------------------|-----------|
| 10. Carolyn Nganga-Good | | Comprehensive HIV Prevention Program | \$ 153.86 |
|-------------------------|--|--------------------------------------|-----------|

On February 22, 2014, Ms. Nganga-Good traveled to Philadelphia, PA to attend the Society of Academic Medicine Regional Meeting. The Department is requesting retroactive approval of the travel and reimbursement for the travel expenses incurred by Ms. Nganga-Good for the costs of transportation, parking, food, and registration expenses totaling \$153.86.

AGENDA

BOARD OF ESTIMATES

03/19/2014

TRAVEL APPROVAL AND REIMBURSEMENT

Health Department - cont'd

| | |
|------------------|-----------------|
| Transportation | \$ 92.00 |
| Taxis | 32.29 |
| Food | 9.57 |
| Registration Fee | <u>20.00</u> |
| | \$153.86 |

The travel request was not submitted in time for prior approval because of the Department's administrative review and approval process.

AGENDA

BOARD OF ESTIMATES

03/19/2014

PROPOSAL AND SPECIFICATIONS

- Department of Public Works/
1. Bureau of Water & Wastewater - WC 1244, Patterson Place
Neighborhood & Vicinity,
Water Main Replacements
BIDS TO BE RECV'D: 04/16/2014
BIDS TO BE OPENED: 04/16/2014
- Department of Public Works/
2. Bureau of Water & Wastewater - WC 1268, Water Main
Replacements-Variou
Locations
BIDS TO BE RECV'D: 04/16/2014
BIDS TO BE OPENED: 04/16/2014

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED