

NOTICES: 1.) 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.

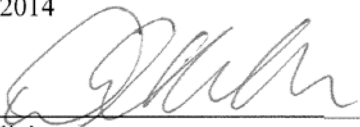
7. In the interest of promoting order and efficiency of hearings, persons who are disruptive to the hearing may be required to leave the hearing room.

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 **JAN 22 2014**
Clerk Date

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


Chief Solicitor

NOTICES - cont'd: 2.) Board of Estimates Submission Deadline.

In observance of Good Friday on April 18, 2014, all City agencies will be closed. Therefore, the deadline for the submission of items for the Board of Estimates' Agenda for its April 23, 2014 Agenda meeting has been moved. The deadline for the submission of items for the Board of Estimates' April 23, 2014 Agenda is:

Tuesday, April 15, 2014, 11:00 AM.

Please plan your submission(s) for the Board of Estimates' Agenda for April 23, 2014 with this date in mind.

BOARD OF ESTIMATES' AGENDA - APRIL 9, 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:

Armond Cassil Railroad Construction, Inc.	\$246,519,000.00
Hess Construction + Engineering Services, Inc.	\$132,246,000.00
J.A.K. Construction, Inc.	\$ 8,000,000.00
James W. Ancel, Inc.	\$ 42,921,000.00
Joseph L. Winkler, Co., Inc.	\$ 3,393,000.00
Malstrom Electric, Inc.	\$ 1,500,000.00
Prospect Waterproofing, Inc.	\$ 3,933,000.00
Strait Steel, Inc.	\$ 8,000,000.00
Sunryse Construction Services, Inc.	\$ 8,000,000.00
Temp Air Company	\$ 8,000,000.00
W Concrete, Inc.	\$ 1,500,000.00

BOARDS AND COMMISSIONS - cont'd

2. Prequalification of Architects and Engineers

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

Gilbert Architects, Inc.	Architect
Mercado Consultants, Inc.	Engineer Land Survey
Patton Harris Rust & Associates, P.C.	Landscape Architect Engineer Land Survey
Pennoni Associates, Inc.	Landscape Architect Engineer Land Survey
Skarda and Associates, Inc.	Engineer
Stormwater Consulting, Inc.	Landscape Architect Engineer
Urban Engineers, Inc.	Engineer Land Survey

AGENDA

BOARD OF ESTIMATES

04/09/2014

Baltimore Development - Lease Agreement
Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Inland Waters Pollution Control, Inc. (IWPC), tenant, in Suite A100, at the Business Center @ Park Circle, located at 2901 Druid Park Drive. The agreement is effective upon Board approval for one year, with one 1-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Equal Monthly Installment</u>
\$13,680.00	\$1,140.00

BACKGROUND/EXPLANATION:

The Inland Waters Pollution Control, Inc. is a national company, based in Detroit, Michigan with a regional office in Beltsville, Maryland. The IWPC does infrastructure rehabilitation work for various clients and will be working with the Department of Public Works (DPW) SC 907 Project. The premises will be utilized as the DPW SC 907 Engineer's Office.

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

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

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

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Baltimore Development - Lease Agreement
Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with T.I.M.E. Organization, Inc., tenant, in Suite A203, at the Business Center @ Park Circle, located at 2901 Druid Park Drive. The agreement is effective upon Board approval for one year, with an additional one-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Equal Monthly Installment</u>
\$10,200.00	\$850.00

BACKGROUND/EXPLANATION:

T.I.M.E. Organization, Inc. provides various services to youth to empower youth to become productive members of the community. The organization is staffed with certified teachers, mental health professionals, trained mentors and volunteers who assist in providing program services. The organization has been a tenant in the building since 2002 and is once again expanding at the building. The space will be used as a business, training and counseling office.

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

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

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability and

AGENDA

BOARD OF ESTIMATES

04/09/2014

BDC - cont'd

property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

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

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

1. **METROPOLITAN BALTIMORE QUADEL** **\$275,425.00**
CONSULTING LLC

Account: 4000-490914-3573-333686-603051

Under the terms of this agreement, the organization will provide housing inspection services for clients who will be housed with funding from the Housing Opportunities for People With AIDS grant. The period of the Agreement is July 1, 2013 through June 30, 2014.

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

MWBOO GRANTED A WAIVER.

2. **GAUDENZIA FOUNDATION, INC.** **\$797,166.00**
(GAUDENZIA)

Account: 4000-496213-3573-591401-603051

As part of a multi-donor project, Gaudenzia will use a portion of the funds towards constructing an addition to the Gaudenzia Park Heights Women's and Children's Center and provide permanent housing for chronically homeless families with disabilities in the new addition. Upon completion of the construction, Gaudenzia will use the remainder of the funds to provide 18 homeless families with housing and case management services in the new addition. The period of the agreement is August 16, 2012 through November 15, 2014.

The agreement is late because of delays in negotiating the grant award from the U.S Department of Housing and Urban Development.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/09/2014

MOHS - cont'd

3. **JOBS, HOUSING AND RECOVERY, INC.** **\$210,968.00**

Account: 4000-496213-3572-591458-603051

Jobs, Housing and Recovery, Inc. will provide 29 homeless individuals with temporary housing assistance and supportive services. The period of the agreement is January 1, 2014 through December 31, 2014.

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

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Mayor's Office of Human Services (MOHS) - Ratification of
Amendment No. 3
to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to Ratify Amendment No. 3 to Grant Agreement with Municipal Information Systems, Inc. (MISI). This ratification extends the period of the agreement through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$53,800.00 - 4000-496212-3571-591495-603051

BACKGROUND/EXPLANATION:

On October 10, 2012, the Board approved the original grant agreement in the amount of \$94,950.00. On June 5, 2013, the Board ratified Amendment No. 1 to the grant agreement with additional funding in the amounts of \$33,600.00 and \$8,400.00. On November 27, 2013, the Board ratified Amendment No. 2 to the grant agreement in the amount of \$43,720.00, which extended the agreement through December 31, 2013. This ratification of Amendment No. 3 to the Grant agreement will increase the funding by \$53,800.00 and extend the period of the agreement through June 30, 2014, making the total award \$234,470.00.

The MOHS is in the process of transferring the database run by the MISI to another vendor. This has been delayed due to continuing data migration issues and delays in negotiating the terms of the extension with the MISI.

MWBOO GRATED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Office of Civil Rights and Wage - Hearing Officer
Enforcement, Wage Commission Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Hearing Officer Services Agreement with Mr. Alan B. Jacobson. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - 1001-000000-6560-424800-603026

BACKGROUND/EXPLANATION:

On an as-needed basis, at the direction of the Wage Commission, the Hearing Officer will conduct informal hearings and render written decisions for the Wage Commission, pursuant to complaints filed by the Wage Commission or with the Wage Commission by individual complainants.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of General Services (DGS) - Capital Projects
Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Capital Projects Grant Agreement with the State of Maryland (State).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 22, 2012, the Maryland State Senate passed a bond bill that earmarked \$250,000.00 for the stabilization of the Roland Park Water Tower. The bond requires a match of \$250,000.00 from the City, the source of which was identified within the Department of Public Works (DPW) and approved by the Board of Estimates on March 27, 2013, in a Memorandum of Understanding (MOU) between the DPW and the DGS. By this MOU, the DPW agreed to designate \$337,000.00, a portion of the estimated demolition cost, as a source of matching funding for the stabilization of the building.

The bond requires the use of the matching funds prior to the disbursement of the State's dollars.

The DGS will be responsible for oversight of the project. The remainder of the funds needed for stabilization will be raised by the Roland Park Civic League.

This Capital Projects Grant Agreement outlines the specific requirements of the grant, including how the funds can be spent and the timeline for usage of the funds, as well as providing

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of General Services - cont'd

evidence of a match. This agreement does not yet encumber the funds, nor does it require conveyance of an easement at this time. Approval to receive funds will be submitted to the Board at a later date.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of General Services - Correction of Account Number

ACTION REQUESTED OF B/E:

The Board is requested to approve a correction to the account no. of a previously approved amendment to an existing Pipeline Crossing Agreement with CSX Transportation, Inc., formerly known as the Baltimore and Ohio Railroad Company (B&O).

AMOUNT OF MONEY AND SOURCE:

The following fees have been assessed for this amendment:

\$	50.00	- Research associated with 1957 agreement
	500.00	- Encroachment Fee
	750.00	- Railroad protective liability insurance
\$1,300.00		- 9960-905136-9557-900020-704040 - (Corrected Account Number)

BACKGROUND/EXPLANATION:

On January 15, 2014, the Board approved the amendment to an existing Pipeline Crossing Agreement with CSX Transportation, Inc. Inadvertently, the Department inserted the incorrect account number of 9960-908714-900020-704040 and had failed to verify funding with the Department of Finance. It is requested that the Board approve the correct account number which is 9960-905136-9557-900020-704040 for this amendment, which has been approved by the Department of Finance.

This amendment is associated with a 1957 agreement whereby, the Mayor and City Council of Baltimore (City), acting by and through the Department of Public Works (DPW), entered into an agreement with the B&O to install a 20" steel water main to the decking of the East Fort Avenue Bridge over the Railroad. In 2013, the City, acting by and through the DPW, desired to amend the 1957 agreement, by abandoning the 20" water main in place and inserting a 16" plastic (PVC) pipeline inside the old pipe, thereby creating a casing.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

04/09/2014

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.	2277 Reisterstown Road	Peter Okojie	Retain awning w/ signage 27' x 1', two single face signs 6' x 2' and 6' x 3', and eight fluorescent tubes
	Annual charge: \$ 527.70		
2.	1525 Russell Street	CBAC Gaming, LLC	One directional sign 7'4" x 4'10"
	Annual charge: \$ 251.42		
3.	937 E. Patapsco Avenue	Richard H. Kim	Retain awning 10' x 2', one flat sign 45' x 2½', one cornice sign 12' x 2½', and six tubes
	Annual charge: \$ 515.60		

AGENDA

BOARD OF ESTIMATES

04/09/2014

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
4.	1341 W. North Avenue	Larry Cardell Ingram	Retain two canopies 4" x 1½', one double face electric sign 15' x 2', one single face electric sign 7' x 2', and two spot reflectors

Annual charge: \$ 405.10

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of General Services - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	PHI STADIUM PLACE SENIOR CARE, INC.	1304	\$ 34,000.00

PHI Stadium Place Senior Care, Inc. an affiliate of the Presbyterian Church is building housing for seniors in the vicinity of East 36th Street and Ednor Avenue. This agreement will allow PHI Stadium Place Senior Care, Inc. to perform the needed sewer improvements in accordance with Baltimore City standards.

A Letter of Credit in the amount of \$34,000.00 has been issued to PHI Stadium Place Senior Care, Inc. which assumes 100% of the financial responsibility.

2.	DAEJAN 11 E CHASE, LLC	1272	\$ 80,465.00
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Daejan 11 E Chase, LLC is renovating the building located at 11 East Chase Street, Baltimore, Maryland primarily for needed upgraded fire-suppression and domestic water services.

A Letter of Credit in the amount of \$80,465.00 has been issued to Daejan 11 E Chase, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of General Services - Renewal of Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of a Professional Services Contract with Mercury Associates, Inc. The renewal term is February 08, 2014 through February 07, 2015 with one renewal option remaining after this request.

AMOUNT OF MONEY AND SOURCE:

\$515,429.89 - 2030-000000-1890-189301-603018

BACKGROUND/EXPLANATION:

On February 08, 2012, the Board approved the agreement with Mercury Associates, Inc. to perform technical financial evaluations. The period of the agreement was effective upon Board approval for two years with two 1-year renewal options, upon Board approval. There was a delay in the renewal due to an administrative error, but all parties intended on renewing and continuing the professional services contract for at least one renewal option.

This is the first of two renewal options allowed by the original contract. The Department of General Services, Fleet Management is currently in the midst of a number of projects with Mercury Associates, Inc. including continuations of work indicated in the original Scope of Work, including the Fleet Right-Sizing, Charge-Back Rate Development, and the Implementation of the Fleet Replacement Rates.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
18 - 20
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

04/09/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

- | | | |
|---|----------------------------|----------------|
| 1. SC 933, High Level
Interceptor Cleaning | Proven Management,
Inc. | \$3,894,473.00 |
| DBE/MBE: Riviera/ReiDrayco | \$663,500.00 | 17.04% |
| DBE/MBE: A2Z Environmental Group | \$623,500.00 | 16.01% |

The lowest bidder, Video Pipe Services, Inc. was non-responsive on Bid Item 801 (Large Diameter Pipe Cleaning and CCTV/Sonar Inspection). Therefore, the Bureau of Water & Wastewater is recommending the award to the second lowest bidder, Proven Management, Inc.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,640,704.00	9956-904440-9549	
Wastewater	Construction Reserve	
Revenue Bonds	Hawkins Point	
1,500,000.00	9956-933001-9549	
State Revenue	Construction Reserve	
\$5,140,704.00	Unallocated	
\$ 389,447.00	-----	9956-905620-9551-2
		Extra Work
389,447.00	-----	9956-905620-9551-3
		Design
233,668.50	-----	9956-905620-9551-5
		Inspection
3,894,473.00	-----	9956-905620-9551-6
		Construction
233,668.50	-----	9956-905620-9551-9
\$5,140,704.00		Administrative

The transfer of funds is needed to award SC 933, High Level Interceptor Cleaning.

AGENDA

BOARD OF ESTIMATES

04/09/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater (BW&WW)

- 3. WC 1296, Urgent Need
Metering Infrastructure
Repair and Replacement,
Various Locations

REJECTION: On January 22, 2014, the Board opened WC 1296. Only one bid was received for this contract from Spiniello Companies. The bid received is 45.68% higher than the Engineer's Estimate. The BW&WW re-looked at the Engineer's estimate and adjusted the unit prices of those items that could have been underestimated. With the revised Engineer's estimate of \$15,457,717.00, Spiniello's bid is still 39.8% higher than the Engineer's estimate.

Permission to re-advertise will be requested at a later date.

Bureau of Purchases

- 4. B50003366, Parts and
Service for Transfer
Trailers and Tankers

Waste Equipment Sales \$ 80,000.00
and Service, LLC

(DPW, Solid Waste)

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/09/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

5. B50003397, OEM Parts and Service for Toro Equipment	Security Equipment Co.	\$1,000,000.00
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(Dept. of General Services, Fleet Mgmt.)

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/09/2014

INFORMAL AWARDS, RRENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

- | | | |
|--|-------------|-------------|
| 1. CHANNING BETE
COMPANY, INC. | \$27,811.37 | Sole Source |
| Solicitation No. 08000 - Traffic Safety Books - Department of
Transportation - Req. No. R658411 | | |

The vendor is the sole provider of these books that are used to reinforce pedestrian and bicycle safety in the DOT Safety City Program.

- | | | |
|--|-------------|---------|
| 2. MARTIN SUPPLY
COMPANY, INC. | \$20,000.00 | Low Bid |
| Solicitation No. B50002384 - Sign and Markings Inks - Depart-
ment of Transportation - Req. No. Various | | |

These inks are used by the agency for permanent marking.

On April 11, 2012, the Board approved the initial award in the amount of \$15,000.00. The award contained two 1-year renewal options. On April 3, 2013, the Board approved the first renewal in the amount of \$15,000.00. This final renewal in the amount of \$20,000.00 will make the award amount \$50,000.00 and is for the period April 11, 2014 through April 10, 2015.

- | | | |
|---|-------------|-----------|
| 3. EMERGENCY RESPONSE
MAPS, LLC | \$37,073.02 | Agreement |
| Solicitation No. 07000 - Emergency Response Mapping System -
Fire Department - Req. No. R65351 | | |

The Board is requested to approve and authorize execution of an Agreement with Emergency Response Maps, LLC. The period of the agreement is April 9, 2014 through April 8, 2019.

The vendor is the lowest responsive and responsible bidder for the provision of ERM software, its installation in agency vehicles, training and support.

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

INFORMAL AWARDS, RRENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

- | | | |
|-----------------|---------------|----------|
| 4. RENOLD, INC. | \$ 200,000.00 | Increase |
|-----------------|---------------|----------|
- Contract No. 08000 - Renold/Carter Drive Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P519331

On February 1, 2012, the Board approved the initial award in the amount of \$200,000.00. The award contained one 2-year renewal option. On November 6, 2013, the Board approved an increase in the amount of \$200,000.00. Due to increased usage of the contract an increase in the amount of \$200,000.00 is necessary. This increase in the amount of \$200,000.00 will make the award amount \$600,000.00. The contract will expire on January 31, 2015, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

- | | | |
|----------------------|---------------|----------|
| 5. ENNIS PAINT, INC. | \$ 200,000.00 | Increase |
|----------------------|---------------|----------|
- Contract No. B50001955 - Thermoplastic Blocks - Department of Transportation - P.O. No. P517285

On June 22, 2011, the Board approved the initial award in the amount of \$220,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. The contract expires on June 21, 2014 with two 1-year renewal options remaining. Due to increased usage of the contract an increase in the amount of \$200,000.00 is necessary. This increase in the amount of \$200,000.00 will make the total amount \$795,000.00. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

INFORMAL AWARDS, RRENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------------|----------|
| 6. <u>VULCAN, INC.</u> | \$ 100,000.00 | Increase |
| Contract No. B50002385 - Aluminum Sheets - Department of Transportation - P.O. No. P520379 | | |

On June 6, 2012, the Board approved the initial award in the amount of \$57,505.00. The award contained four 1-year renewal options. On April 3, 2013, the Board approved a renewal in the amount of \$100,000.00. Due to an increase in usage an increase in the amount of \$100,000.00 is necessary. This increase in the amount of \$100,000.00 will make the total amount \$257,505.00. The contract will expire on June 5, 2014, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------|---------|
| 7. <u>MARTINS, INC.</u> | \$2,376,250.00 | Renewal |
| Contract No. B50002354 - Provide Meals for the Summer Food Service Program - Department of Housing and Community Development - Req. No. R659028 | | |

On May 16, 2012, the Board approved the initial award in the amount of \$2,930,400.00. The award contained four 1-year renewal options. On April 10, 2013, the Board approved the first renewal in the amount of \$2,332,500.00. This second renewal in the amount of \$2,376,250.00 is for the period May 16, 2014 through May 15, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 15% MBE AND 8% WBE.

MBE: Class Act Catering	\$346,213.48	17.38%
WBE: Shalom Caterers	\$142,228.09	7.14%
MR Enterprises	39,834.30	2.00%
	<u>\$182,062.39</u>	<u>9.14%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

04/09/2014

INFORMAL AWARDS, RRENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | | |
|--|------------------------|--------------|---------------------------------|
| 8. | ENVISTA
CORPORATION | \$ 90,000.00 | Third Amendment
to Agreement |
| Contract No. 08000 - Construction Contract Planning and
Coordination Services Software Agreement - Department of
General Services - Req. No. Various | | | |

The Board is requested to approve and authorize execution of the Third Amendment to Agreement with Envista Corporation. The current contract expires on September 14, 2014. The third Amendment to Agreement extends the period of the agreement for an additional three years through September 14, 2017.

On September 10, 2008, the Board approved the initial award in the amount of \$45,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This Third Amendment to Agreement will provide the redesign of the Special Events Application Process software to incorporate all City Departments and user agencies to improve event planning and permitting coordination, as well as extend the term.

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

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

- | | | | |
|--|--|--------|-------------|
| 9. | THE AUTO BARN, INC
FRANKFORD TOWING, INC. | \$0.00 | Termination |
| Contract No. B50003073 - Road Services for Cars, Trucks & Heavy
Equipment - Department of General Services, Fleet Management -
P.O. Nos. P525038 and P525039 | | | |

On September 25, 2013, the Board approved the initial award. Due to the using agency's request to restructure the various tire repair and road service related contracts, the Bureau of Purchases recommends that the City terminate the contract for convenience and that termination is in the City's best interest.

AGENDA

BOARD OF ESTIMATES

04/09/2014

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

The Board is requested to approve a refund of real property taxes for Mr. Luther Gillespie, Jr.

It is the opinion of the Law Department that Mr. Gillespie has met the qualifications for a real property tax exemption as a disabled veteran, and that Mr. Gillespie 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. Gillespie 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>
Luther	2105 Ellamont	2012/2013	\$1,889.26
Gillespie,	Street	2011/2012	1,822.67
Jr.		2010/2011	<u>1,683.08</u>
			\$5,395.01

Mr. Gillespie filed his application on February 14, 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. The 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

04/09/2014

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an Expenditure of Funds to pay an outstanding invoice to Kennedy Krieger Institute, Inc. (KKI) for services rendered to the Baltimore Infants & Toddlers Program for the period July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$70,741.25 - 4000-428212-3080-294392-600000

BACKGROUND/EXPLANATION:

On December 7, 2011, the Board approved the agreement with the KKI in the amount of \$266,937.00 for Health Related Early Intervention/Case Management services under the Maryland Medical Assistance Program.

However, during Fiscal Year 2012, the reimbursement rate for medical assistance service coordination increased from 50% to 85%. Consequently, the total reimbursement claims submitted by the KKI increased above the approved agreement amount.

The initial invoice submitted by the KKI in November 2012 was incorrect. After further program and fiscal review, the outstanding claims submitted by the KKI were reconciled and a correct invoice for the amount of \$70,471.25 was submitted for payment.

This request is late because the Department was waiting for a revised invoice and documentation from the KKI, which was received on March 20, 2014.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Expense Statement for Ms. Sandra Haskett for the month of August 2013 for mileage.

AMOUNT OF MONEY AND SOURCE:

\$14.54 - 4000-498814-3080-284000-603020 -
(Mileage)

BACKGROUND/EXPLANATION:

Ms. Haskett submitted her Expense Statement in September 2013 per Department policy and it was processed accordingly. However, upon Ms. Haskett reporting that she had not yet received reimbursement for the expense, it was discovered that the paperwork was misplaced in the fiscal office.

The Administrative Manual, in Section 240-11, states that an Employee Expense Statement must be received by the Bureau of Accounting and Payroll Services within 40 work days after the last calendar day of the month in which the expenses were incurred; and expenses submitted after this time will not be reimbursed without written approval of the Board of Estimates approval to reimburse the employee.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Health Department - Revision to Account Number and Amounts

ACTION REQUESTED OF B/E:

The Board is requested to approve the revision to the previous account number and amounts for an agreement with the Family Health Centers of Baltimore, Inc.

AMOUNT OF MONEY AND SOURCE:

<u>Previously Approved Amount</u>	<u>Account Number</u>
\$186,618.00	4000-430512-3160-308600-603051
<u>Revised Amount</u>	<u>Revised Account Numbers</u>
\$ 50,000.00	1001-000000-3160-308000-603051
\$136,618.00	4000-430512-3160-308600-603051

BACKGROUND/EXPLANATION:

On October 30, 2013, the Board approved the original agreement with the Family Health Centers of Baltimore, Inc. to provide services in the area of Safe Streets Cherry Hill for the amount of \$186,618.00.

As part of the Fiscal 2014 budget process, the City Council identified General Funds for priority areas. It was decided that \$50,000.00 would be allocated from the General Fund to the Safe Streets Program, specifically for Family Health Centers of Baltimore, Inc. in Cherry Hill.

On July 24, 2013, the Board approved the General Fund appropriation, which included \$50,000.00 for Service 316 - Youth Violence Prevention. Notification of these approved funds was not received until after the agreement had begun.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Health Department - cont'd

The requested revision will add the General Fund account number of 1001-000000-3160-308000-603051 for the amount of \$50,000.00 and reduce the Federal fund account number 4000-430512-3160-308600-603051 by \$50,000.00.

All other terms and conditions of the agreement with Family Health Centers of Baltimore, Inc. remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Glenbrook Properties, Inc. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$1,757.40 - 9950-909084-9512-000000-490375

BACKGROUND/EXPLANATION:

Glenbrook Properties, Inc. proposes to perform the Scope of Work for 1201 South Charles Street located at 1201 South Charles Street, constructing 1,410 SF of retail space and 16 apartment units. Glenbrook Properties, Inc. agrees to make a one-time contribution in the amount of \$1,757.40 to fund the city's multimodal transportation improvements in the projects vicinity.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Health Department - Agreements

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

1. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 97,000.00**

Account: 4000-499014-3023-513201-603051

The organization will provide routine HIV testing to at least 2,000 clients. Services will include testing, counseling, linkage to care and referral for partner services and prevention services. The period of the Agreement is January 1, 2014 through December 31, 2014.

The Agreement is late because the Department was waiting for a suitable budget and scope of services.

MWBOO GRANTED A WAIVER.

2. **AIDS ACTION BALTIMORE, INC.** **\$ 25,000.00**

Account: 4000-499714-3023-294201-603051

The organization will assist clients in obtaining mental health services to address trauma, depression, anxiety and other co-factors that contribute to high risk sexual and drug using behaviors, thereby reducing the number of new HIV infections. The period of the Agreement is July 1, 2013 through June 30, 2014.

The Agreement is late because funding was awarded late in the fiscal year.

3. **JOHNS HOPKINS UNIVERSITY** **\$260,000.00**
(JHU)

Account: 4000-497314-3041-688202-603051

The JHU's Division of Gastroenterology and Hepatology will provide up to 200 colorectal cancer screening services to clients referred by the Health Department. The period of the Agreement is July 1, 2013 through June 30, 2014.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Health Department - cont'd

The Agreement is late because the grant application was not approved by the Department of Health and Mental Hygiene until October, 2013. The sub-grants went out to bid in mid-November and vendors were selected on December 19, 2013.

MWBOO GRANTED A WAIVER.

4. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. (BSAS)** **\$ 54,000.00**

Account: 4000-499714-3023-294202-603051

The BSAS will administer the No Wrong Door Project: Sexual Health In Recovery (SHIR). Individuals with mental health and/or substance abuse disorders are at increased risk for acquiring or having undiagnosed HIV, sexually transmitted infections (STI's), adult viral hepatitis (AVH), or tuberculosis (TB). Left untreated, these conditions will lead to poor overall health outcomes. For that reason, the Department will work with the BSAS to facilitate/implement the SHIR program interventions at three substance abuse treatment facilities that serve Baltimore City residents.

The overall vision for services is to increase the number of substance treatment and prevention professionals implementing the SHIR; support clients in avoiding relapse attributable to sex/drug linked behavior; and decrease risky sexual and drug-using behaviors among persons at high-risk for acquiring or transmitting HIV and other STIs. The period of the agreement is July 1, 2013 through June 30, 2014.

The Agreement is late because grant funds were awarded late in the fiscal year.

MWBOO GRANTED A WAIVER.

Health Department - cont'd

- | | | |
|----|--|----------------|
| 5. | HAVEN NURSING HOME, INC. d/b/a
ARLINGTON WEST NURSING AND
REHABILITATION CENTER | \$ 0.00 |
|----|--|----------------|

The above-listed organization will serve as a volunteer station for the Retired and Senior Volunteer Program (RSVP). The Baltimore City Health Department was awarded a grant from the Corporation of National and Community Services. The grant pays 100% of the cost for the RSVP to volunteer and assist special needs clients who want to remain in their homes. While the Senior Volunteers are on duty, the grant provides for their life insurance, transportation, and other benefits. The period of the Agreement is July 1, 2013 through June 30, 2014.

The agreement is late because it was recently completed.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 5) AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Health Department - Revised Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a Revised Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control (CDC) and Prevention, National Center for Environmental Health.

AMOUNT OF MONEY AND SOURCE:

\$75,229.00 - 4000-480114-3001-268400-404001

BACKGROUND/EXPLANATION:

On September 26, 2013, the Board approved the 02 year grant and Cooperative Agreement in the amount of \$154,000.00 for the period September 1, 2012 through August 31, 2013. On October 23, 2013, the Board approved the 03 year grant and Cooperative Agreement in the amount of \$154,000.00 for the period September 1, 2013 through August 31, 2014.

This Revised NOA and terms and conditions approve carryover funds in the amount of \$75,229.00 from the 02 year to the 03 year, as requested by the Department on March 10, 2014.

The CDC also approved the redirection in budget category allocations of the original 03 year budget requested by the Department on December 19, 2013. All other terms and conditions remain unchanged.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the fee simple interest in 2244 Orem Avenue, (Block 3233, Lot 020) as a gift from Mr. Albert M. Smith, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Smith has offered to donate title to his property located at 2244 Orem Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2244 Orem Avenue are itemized as follows:

Cumulative Real Property Taxes 2013-2014

Total Taxes	\$ 2,217.56
Interest/Penalties	97.08
Other	51.60
Tax Sale Interest	0.00
Miscellaneous Bills	755.68
Metered Water (Tax Sale)	775.46
Environmental Citation	1,089.55
Alley Paving Bill	0.00
Rental Registration	<u>0.00</u>
Total	\$4,986.93

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the fee simple interest in 603 N. Glover Street, (Block 1642, Lot 096) as a gift from Belnord, LLC, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Belnord, LLC has offered to donate title to the property located at 603 N. Glover Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 603 N. Glover Street are itemized as follows:

Cumulative Real Property Taxes 2013-2014

Total Taxes	\$ 240.72
Interest/Penalties	18.80
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	117.74
Metered Water (Tax Sale)	0.00
Environmental Citation	1,500.00
Alley Paving Bill	0.00
Rental Registration	<u>312.00</u>
Total	\$2,189.26

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the fee simple interest in 2708 Kennedy Avenue, (Block 4137, Lot 028B) as a gift from Mr. John A. Bohon, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Bohon has offered to donate title to his property located at 2708 Kennedy Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2708 Kennedy Avenue are itemized as follows:

Cumulative Real Property Taxes 2013-2014

Total Taxes	\$ 1,782.00
Interest/Penalties	795.00
Other	62.99
Tax Sale Interest	1,024.86
Miscellaneous Bills	1,257.91
Metered Water (Tax Sale)	491.70
Environmental Citation	150.00
Alley Paving Bill	0.00
Rental Registration	<u>585.00</u>
Total	\$6,149.46

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the fee simple interest in 2557 Boyd Street (Block 2175, Lot 059) as a gift from Mr. Orvil P. Miller, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Miller offered to donate title to his property located at 2557 Boyd Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2557 Boyd Street are itemized as follows:

Cumulative Real Property Taxes 2013-2014

Total Taxes	\$ 1,012.40
Interest/Penalties	304.82
Other	165.92
Tax Sale Interest	0.00
Miscellaneous Bills	324.79
Metered Water (Tax Sale)	21.53
Environmental Citation	0.00
Alley Paving Bill	80.00
Rental Registration	<u>828.80</u>
Total	\$2,658.26

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the fee simple interest in 1825 Arunah Avenue, (Block 0108, Lot 076) as a gift from Mr. Michael L. Moore, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Moore offered to donate title to his property located at 1825 Arunah Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 1825 Arunah Avenue are itemized as follows:

Cumulative Real Property Taxes 2013-2014

Total Taxes	\$283.20
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	168.46
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
Total	\$451.66

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the fee simple interest of the property located at 1910 Perlman Place from Rev. Eleanor Schieferstein, owner, **SUBJECT** to municipal liens, interest, and penalties that may accrue prior to recording a deed, other than water bills.

AMOUNT OF MONEY AND SOURCE:

No City funds will be expended.

BACKGROUND/EXPLANATION:

Rev. Schieferstein is donating 1910 Perlman Place, a vacant lot, to the City as a contribution to the AG Demolition Project. The property is in an area scheduled for redevelopment and accepting the donation will save acquisition expense and time.

Pursuant to the provisions of Article 13, § 2-7 of the Baltimore City Code (2000 Edition) and subject to the prior approval of the Board of Estimates, the DHCD may acquire, for and on behalf of the City of Baltimore, by gift, any single-family or multiple-family dwelling unit of other structure or lot within the City for development and redevelopment. The Commissioner of the DHCD has made the required determination with regard to this property. The property will be redeveloped.

The list of open municipal liens accrued through March 3, 2014, other than water bills, are as follows:

<u>Real Property Taxes/Tax Year</u>	<u>Amount</u>
2013/2014	\$ 76.32
2012/2013	104.92
2011/2012	110.32
2010/2011	178.11
Total Taxes	<u>\$ 469.67</u>
Tax Sale	Tax Sale Dated 05/20/2013 \$ 6,751.31

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

<u>Misc. Bills/Bill No.</u>	<u>Date</u>	<u>Amount</u>
6148688	08/30/10	\$ 141.96
6264774	12/06/10	210.77
6452882	10/17/11	251.37
6456289	10/24/11	279.62
6538870	12/05/11	269.00
6553317	01/17/12	145.62
6637730	05/14/12	234.90
6769830	10/09/12	216.57
7110851	10/21/13	<u>224.33</u>
	Total Misc. Bills	\$ 1,974.14

Environmental Citation No.

52054327		\$ 1,500.00
52122710		<u>1,500.00</u>
	Total Citations	\$ 3,000.00

Property Registration	Reg. No. 412981	\$ 1,031.80
	Total	\$13,226.92

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and - Land Disposition and
Community Development Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition and Development Agreement with Station Arts, LLC, Developer, for the sale of the City-owned properties located at 301, 303, 304, 305, 306, 307, 308, 309, 311, 312, 313, 316, 318, 325, 327, 329, 331 E. Lanvale Street and 1639 Guilford Avenue, in the Greenmount West Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$ 6,000.00	-	301 E. Lanvale Street	(Vacant Lot)
6,000.00	-	303 E. Lanvale Street	(Vacant Lot)
7,000.00	-	304 E. Lanvale Street	(Vacant House)
6,000.00	-	305 E. Lanvale Street	(Vacant Lot)
7,000.00	-	306 E. Lanvale Street	(Vacant House)
6,000.00	-	307 E. Lanvale Street	(Vacant Lot)
6,000.00	-	308 E. Lanvale Street	(Vacant Lot)
6,000.00	-	309 E. Lanvale Street	(Vacant Lot)
7,000.00	-	311 E. Lanvale Street	(Vacant House)
7,000.00	-	312 E. Lanvale Street	(Vacant House)
7,000.00	-	313 E. Lanvale Street	(Vacant House)
7,000.00	-	316 E. Lanvale Street	(Vacant House)
7,000.00	-	318 E. Lanvale Street	(Vacant House)
7,000.00	-	325 E. Lanvale Street	(Vacant House)
7,000.00	-	327 E. Lanvale Street	(Vacant House)
7,000.00	-	329 E. Lanvale Street	(Vacant House)
7,000.00	-	331 E. Lanvale Street	(Vacant House)
6,000.00	-	1639 Guilford Avenue	(Vacant Lot)
\$119,000.00	-	Purchase Price	

BACKGROUND/EXPLANATION:

The project will consist of rehabilitation of the 11 vacant houses into single-family row homes for homeownership and construction of the 7 vacant lots into homes for homeownership. The development will be completed in phases. The purchaser plans

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

to use various grants and incentives that include State and Historic Tax Credit, Vacant To Value Homeowner Grants, Live Baltimore Homebuyer's Grant, and Live Near Your Work to attract potential home buyers that will be purchasing these homes.

The sale of each of these properties once fully developed will generate a considerable amount of revenue in real estate property taxes to the City. Once transferred and redeveloped the properties will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

The aforementioned properties were journalized and approved for sale on December 6, 2012.

The vacant lots at 301, 303, 305, 307, 308, 309 E. Lanvale Street and 1639 Guilford Avenue were priced at \$6,000.00 each pursuant to the Appraisal Policy using the Waiver Valuation Process and will be sold for that same price. The vacant houses at 304, 306, 311, 312, 313, 316, 318, 325, 327, 329 and 331 E. Lanvale Street have been priced at \$7,000.00 each and pursuant to the Appraisal Policy of Baltimore City and will be sold for the same price.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with R & G Group, LLC, Developer, for the sale of the City-owned property located at 3530 Buena Vista Avenue and 3539 Everhart Street, in the Hampden Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$ 9,400.00 - 3530 Buena Vista Avenue (Vacant Lot)
 600.00 - 3539 Everhart Street (Vacant Lot)
\$10,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will consist of the construction of a new single home. Once the new home is constructed, the property will be sold to a new homeowner. The project will be financed through private sources. The purchaser plans to invest approximately \$157,296.00 into this project.

The lot at 3530 Buena Vista Avenue was journalized and approved for sale on December 6, 2012, while 3539 Everhart Street was journalized and approved for sale on December 22, 2010.

Pursuant to the Baltimore City's Appraisal Policy, through use of the Waiver Valuation Process, 3530 Buena Vista Avenue was valued at \$6,100.00 and is being sold at \$9,400.00. Also, in accordance with the Appraisal Policy, "unimproved real property with an assessed value of \$2,500.00 or less will not require an appraisal". The property located at 3539 Everhart Street is a vacant lot assessed at \$600.00 and is being sold at its assessed value of \$600.00 pursuant to the Appraisal Policy of Baltimore City. The two lots will be sold to R & G Group, LLC for the total amount of \$10,000.00.

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

Pursuant to the provisions under Baltimore City Code, Article 28, §8-3, all terms and conditions of the agreement are approved.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Housing and - Land Disposition and
Community Development Acquisition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition and Acquisition Agreement for the exchange of 1813 Aisquith Street, owned by Francois Johnson and Kemorine Wallacie, developers, SUBJECT to any municipal liens, for 2413 Orleans Street, a comparable property owned by the Mayor and City Council (M&CC).

AMOUNT OF MONEY AND SOURCE:

The City agrees to pay for all settlement costs, related to the properties acquired by the City, not to exceed \$600.00 total.

Account: 9910-908044-9588-900000-704044

BACKGROUND/EXPLANATION:

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

The developers received notice of the City's intent to demolish the property known as 1813 Aisquith Street. Because the developers intended to rehabilitate the property, a "swap" was proposed of 1813 Aisquith Street with a comparable M&CC owned property that was located in an area better suited for redevelopment. The developers will deliver a good and marketable title and as a condition of the exchange, have agreed to rehabilitate the property being received within 12 months from the date of settlement.

With the approval of this Land Disposition and Acquisition Agreement, the City will receive clear and marketable title to the developers' property, subject to any municipal liens, in exchange for the comparable M&CC owned property.

AGENDA

BOARD OF ESTIMATES

04/09/2014

DHCD - cont'd

The determination of comparability is based on a valuation for both 1813 Aisquith Street and 2413 Orleans Street, which determined that the properties are valued at \$8,537.80 and \$7,060.00, respectively.

The liens total approximately \$492.07 and are itemized as follows:

1813 Aisquith Street

Total Tax	\$ 70.80
Miscellaneous Bills	202.07
Rental Registration	<u>219.20</u>
Total Municipal Liens	\$492.07

Approval of this exchange will allow the City to more expeditiously demolish the hazardous structure and take title to the property for a redevelopment project. The property exchange is less costly than acquiring the property through tax sale foreclosure or eminent domain. This action will further the City's effort to eliminate blight and protect the health and safety of its citizens.

STATEMENT OF PURPOSE AND RATIONALE FOR TRANSFER OF PROPERTY BY MEANS OF COMPARABLE EXCHANGE:

The rationale behind the exchange of properties was to ensure that the severity of the blight on the property located at 1813 Aisquith Street could be successfully eliminated, while simultaneously ensuring that a willing and able developer could contribute to the revitalization of Baltimore City in an area better suited and poised for rehabilitation.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

EXTRA WORK ORDERS

* * * * *

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

54

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

EXTRA WORK ORDERS

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

Department of Transportation

- | | | | | |
|----|--|---|-----------------------|-------|
| 1. | EWO # 001, (\$272,395.79) - TR 01357, Replacement of Potee Street Bridge over the Patapsco River | | | |
| | \$16,741,804.91 | - | Joseph B. Fay Company | - 100 |

The EWO is necessary for payment of overrun items, deductions of amounts not paid due to underrun or not used items and to balance out the contract.

- | | | | | |
|----|--|--------------|-----------------------|-------|
| 2. | EWO #004, \$0.00 - TR 10314, Inner Harbor East Improvements, Phase III | | | |
| | \$ 4,126,171.10 | \$177,921.35 | Joseph B. Fay Company | 120 - |

The Notice to Proceed was effective June 3, 2013, with a completion date of March 30, 2014. The new completion date will be July 28, 2014.

TRANSFERS OF FUNDS

* * * * *

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

56 - 57

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services (DGS)</u>		
1. \$ 53,000.00	9916-904845-9194	9916-906167-9197
5 th Public Bldg.	Capital Constr.	Babe Ruth
Loan	& Maintenance -	Museum HVAC
	Reserve	Upgrade - Active

The roof replacement and HVAC upgrade at the Babe Ruth Museum is required in order to protect the integrity of the museum and the artifacts contained within.

This transfer will provide funds to DGS to replace the duct work on the roof of the Babe Roof Museum in conjunction with the overall roof replacement and HVAC upgrade.

Department of Housing and Community Development

2. \$200,000.00	9910-924012-9608	9910-916014-9607
24 th Econ.	Courthouse Plaza	Courthouse Plaza
Dev. Bonds	Reserve	

This transfer will provide funds needed by Downtown Partnership to implement the designed improvements to Courthouse Plaza in coordinated efforts between the Planning Department and the Department of Transportation. The funds will provide new trees, repaired paving, and other landscape improvements.

AGENDA

BOARD OF ESTIMATES

04/09/2014

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Enoch Pratt Free Library</u>		
3. \$ 583,468.14	9936-912059-9457	9936-915050-9457
General Fund	Reisterstown	Govans Library
Revenue	Library	
450,000.00	9936-902024-9458	9936-901024-9457
4 th Enoch Pratt	Constr. Res.	Central Renovation
Loan		
\$ 1,033,468.14		

The Govans Neighborhood Library built in 1921 is in need of waterproofing in order to provide a safe environment for the public and staff and to protect its investment in collections, furnishings, and equipment. Approval of this request will allow for the awarding of funding supporting change orders for additional work needed after the contract for roof replacement had been awarded.

The funds are available from the Reisterstown Library Project which is completed. The Central Renovation transfer from the reserve account will allow the library to provide matching funds for the \$1,000,000.00 renovation of the 1931 structure which serves as the main branch of the Library System and as the State Library Resource Center. That project will be managed by the State Department of General Services.

AGENDA

BOARD OF ESTIMATES

04/09/2014

Bureau of Water and Wastewater - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Shah & Associates, Inc., for SC 927, Design of Electrical Distribution System Reliability Improvements, Physical Security Upgrades and On-Site Power Generation at the Back River Waste Water Treatment Plant. The period of the agreement is effective upon Board approval for four years, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,297,030.80 - Baltimore City
1,297,030.79 - Baltimore County
\$2,594,061.59 - 9956-917337-9551-900020-703032

BACKGROUND/EXPLANATION:

A vulnerability assessment was performed to analyze the vulnerability of the power coming into the plant and the existing electrical distribution system.

Based on the recommendation of the vulnerability assessment, the consultant will design improvements to the 33KV electrical distribution system, stand by power and power distribution system physical security upgrades. The scope of work includes load flow and short circuit analysis, evaluation of 33KV switch failure and a third 33KV BGE feeder. Also included is the metering of all the sub-station and connection to the SCADA energy system, replacement of all circuit breakers containing asbestos, lighting protection masts at all the substations, provide new redundant feeder pathways to avoid sharing of manholes/duct banks by feeders serving the same facility. The 33KV feeder will be extended the sectionalizing switches to primary substations in redundant underground duct bank, reconnect the 33KV distribution feeders in the plant to create an open loop configuration to provide improved reliability, and serviceability of the power distribution systems. There will be an evaluation of centralized versus distributed power generation, provide security devices to monitor/control main,

AGENDA

BOARD OF ESTIMATES

04/09/2014

BW&WW - cont'd

primary substations, and the electric manholes, and SCADA system upgrades for any field changes. The consultant will also prepare final contract documents, construction cost estimates, and provide assistance during the bidding period.

MBE/WBE PARTICIPATION:

MBE: A.S. Architects, Inc.	\$167,755.96	6.47%
Dhillon Engineering, Inc.	142,857.37	5.51%
Findling, Inc.	140,380.16	5.40%
Transviron, Inc.	195,853.89	7.55%
Phoenix Engineering, Inc.	69,456.41	2.68%
	<u>\$716,303.79</u>	<u>27.61%</u>
WBE: P.E.L.A. Design, Inc.	\$ 14,097.80	0.54%
C.L. Warfield & Assocs. Inc.	247,483.40	9.54%
	<u>\$261,581.20</u>	<u>10.08%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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

(The SC 927, Design of Electrical Distribution System Reliability Improvements, Physical Security Upgrades and On-Site Power Generation at the Back River Waste Water Treatment Plant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

04/09/2014

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,500,000.00 Wastewater Rev. Bonds	9956-908692-9549 Constr. Reserve Electrical Systems Upgrade	
1,500,000.00 <u>County Approp.</u> \$3,000,000.00	" "	
\$2,609,761.00 <u>390,239.00</u> \$3,000,000.00		9956-917337-9551-3 Engineering 9956-917337-9551-9 Administration

The funds are required to cover the cost of the design for SC 927, Electrical Distribution System Reliability Improvements, Security Upgrades and On-Site Power Generation at the Back River 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

04/09/2014

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 014 to Arcadis-US, under Project 1303, On-Call SC 908 Project and Construction Management Assistance Inspection Services. The duration of the Task is approximately 20 months, expiring May 1, 2016.

AMOUNT OF MONEY AND SOURCE:

\$230,343.56 - 9956-907651-9551-900020-705032

BACKGROUND/EXPLANATION:

Arcadis-US will provide inspection services for S.C. 908, Improvements to Sanitary Sewers in the Herring Run Sewershed.

APPROVED FOR FUNDS BY FINANCE

MWBOO FOUND VENDOR IN COMPLIANCE.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 030 to Rummel, Klepper & Kahl, LLP, under Project 1301, On-Call SC 886 Project and Construction Management Assistance Inspection Services. The duration of this Task is approximately 12 months, expiring on May 1, 2016.

AMOUNT OF MONEY AND SOURCE:

\$172,340.10 - 9956-904539-9551-900020-705032

BACKGROUND/EXPLANATION:

Rummel, Klepper & Kahl, LLP will provide inspection services for SC 886 Improvements to Sludge Blending Tasks at Patapsco Wastewater Treatment Plant.

APPROVED FOR FUNDS BY FINANCE

MWBOO FOUND VENDOR IN COMPLIANCE.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 035 to Rummel, Klepper & Kahl, LLP, under Project 1301, On-Call SC 909 Project and Construction Management Assistance Inspection Services. The duration of the Task is approximately 18 months, expiring May 1, 2016.

AMOUNT OF MONEY AND SOURCE:

\$486,499.01 - 9956-906652-9551-900020-705032

BACKGROUND/EXPLANATION:

Rummel, Klepper & Kahl, LLP will provide inspection services for SC 909 Improvements to Sanitary Sewers in the Eastern Portion of Herring Run Sewershed.

APPROVED FOR FUNDS BY FINANCE

MWBOO FOUND VENDOR IN COMPLIANCE.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 026 to EBA Engineering, Inc. under Project 1174, On-Call Material Testing and Inspection Services SC 868, SC 875, SC 889, SC 897R, SC 899, SC 907, WC 1202. The duration of the Task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$ 64,286.00 - 9956-903552-9551-900020-705032 - SC 868
64,286.00 - 9956-905641-9551-900020-705032 - SC 875
64,286.00 - 9956-911755-9551-900020-705032 - SC 889
64,286.00 - 9956-907643-9551-900020-705032 - SC 897R
64,286.00 - 9956-903645-9551-900020-705032 - SC 899
64,286.00 - 9956-905620-9551-900020-705032 - SC 907
64,281.03 - 9960-904706-9557-900020-705032 - WC 1202

\$449,997.03

BACKGROUND/EXPLANATION:

EBA Engineering, Inc. will provide material testing services on various construction projects. This work will be performed on, but will not be limited to the following projects: SC 868, Liquid Oxygen Plant Improvements at Patapsco Wastewater Treatment Plan, SC 875, Rehabilitation of Southwest Diversion Pressure/Gravity Sewer-Phase III, SC 889, Dundalk Wastewater Pumping Station Force Main Replacement, SC 897R, Improvements to Sanitary Sewers in Greenmount, Hampden, and Bolton Hill Area, SC 899, Improvements to Sanitary Sewers in the Western Area, SC 907, Improvements to Sanitary Sewers in East Baltimore Region of the High Level Sewershed, WC 1202, Fells Point/Butchers Hill Area, Infrastructure Rehabilitation and additional projects as needed.

MBE/WBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

MWBOO FOUND VENDOR IN COMPLIANCE.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Public Works - Renewable Energy Credit
Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Renewable Energy Credit Sales Agreement among the Mayor and City Council of Baltimore, Aspre Energy, LLC, and Northeast Maryland Waste Disposal Authority for the sale of 3,976 Renewable Energy Credits for the reporting period commencing June 01, 2013 and ending December 31, 2013. The purchase and sale of the credits will commence upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$68,188.40 - 2070-000000-5500-506300-402170 (Revenue)

BACKGROUND/EXPLANATION:

The Renewable Energy Credit Sales Agreement is a contract for a transaction between the Mayor and City Council of Baltimore (the seller), Aspre Energy, LLC (the buyer), and Northeast Maryland Waste Disposal Authority (the agent for the seller) in which the Mayor and City Council will sell 3,976 Renewable Energy Credits to Aspre Energy, LLC at a price of \$17.15 each, for a total contract price of \$68,188.40.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN) from the Maryland State Police. The GAN changes the award date from January 1, 2012 through December 31, 2013 to January 1, 2012 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-471212-2041-623000-600000

BACKGROUND/EXPLANATION:

The Grant is for the Department's Gang Elimination Task Force Project. The grant funds will be used to fund analyst positions, travel, and computer software and hardware to assist in the effort to share gang intelligence with other participating law enforcement agencies. The goal of this project is to reduce gang violence and prevent/limit recruitment and the formation of new gangs.

This GAN is late because of an internal oversight.

APPROVED FOR FUNDS BY FINANCE

AUDIT NOTED THIS TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Office of the Mayor - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Agreement with Mr. William S. Ratchford, II. The period of the agreement is January 1, 2014 through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$95,000.00 (\$95.00/hr.) - 1001-000000-1250-152900-603018

The maximum billable hours will not exceed 1,000.

BACKGROUND/EXPLANATION:

Mr. Ratchford is knowledgeable of State and local legislative and fiscal matters. He has been involved in legislative and fiscal policy analysis before the Maryland General Assembly since 1962. He served as Director of the Department of Fiscal Services from 1974 to 1997 and has earned a great deal of respect in legislative policy and fiscal matters.

As a consultant to the Mayor and Senior Advisor, he will prepare and provide expert analysis on State legislative and fiscal matters impacting Baltimore City and on various fiscal matters concerning the Baltimore City Public School System.

The Consultant Agreement is late because it was difficult obtaining signatures due to out-of-town obligations.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Department of Audits - Expenditures of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Maryland Association of Certified Public Accountants (MACPA). The expenditure is for training on April 25, 2014.

AMOUNT OF MONEY AND SOURCE:

\$3,900.00 - 1001-000000-1310-157800-603020

BACKGROUND/EXPLANATION:

These expenditures of funds will pay for the registration of 30 auditors, to attend a one-day Government and Not-for-Profit Conference sponsored by the MACPA on April 25, 2014.

Government Audit Standards require that each auditor obtain 80 hours of CPE every two years. The foregoing program is part of the Department's scheduled training for this year. Each attendee will receive eight CPE's. The average cost per staff training hour will be approximately \$26.25, which is below the industry average in relation to other training of this nature.

APPROVED FOR FUNDS BY FINANCE

Department of Recreation and Parks - Donation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Donation Agreement with the Cal Ripkin, Sr. Foundation, Inc. (Foundation). The period of the Donation Agreement is effective upon Board approval through Final Acceptance of the Project by the City.

AMOUNT OF MONEY AND SOURCE:

The City will not expend any funds for this project.

BACKGROUND/EXPLANATION:

The Foundation will construct a combination football/soccer field with synthetic playing surface (the Project) at Latrobe Park.

The construction cost is approximately \$1,950,000.00 and the Foundation agrees to donate the entire cost of the Project. The City will not participate in funding of this Project and the Foundation is solely responsible for any unanticipated costs during the construction.

The Foundation is collaborating with the Department to design and facilitate the construction of a new athletic field at Latrobe Park. This multipurpose, low-maintenance facility is designed to provide a cohesive recreational and educational experience for children.

MBE/WBE PARTICIPATION:

The City encourages the Foundation to make good faith efforts to utilize the services of Minority and Women Business Enterprises.

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

AGENDA

BOARD OF ESTIMATES

04/09/2014

Enoch Pratt Free Library - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approved and authorize acceptance of a Notification of Grant Award from the State of Maryland Department of Education. The Notification of Grant Award is for the period November 01, 2013 through August 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$144,000.00

BACKGROUND/EXPLANATION:

The initial grant is for \$144,000.00 to support partial year costs of operating Ask Us Now with subsequent grants expected to support the full annual operating cost.

Ask Us Now is the statewide interactive online information reference service available to library customers across Maryland 24 hours a day, 7 days a week. The service uses the expertise of librarians in Maryland to provide answers to questions, research guidance, and help navigating the internet. This is a cooperative service of Maryland libraries and available for any resident or student of Maryland. The Enoch Pratt Free Library assumed the responsibility for the service in 2014 in the Library's role as Maryland's State Library Resource Center (SLRC).

The SLRC has always provided the largest number of coverage hours since the service started in 2013 at which time the service was administrated by the Baltimore County Public Library. The transition maintains that coverage providing access to the Library's in-depth collection, and subject experts. The SLRC is also positioned to provide stronger marketing of the service and position the service for more efficiency, and improve the technology support for the service.

This request is late because the notification of grant award was received on February 19, 2014.

AGENDA

BOARD OF ESTIMATES

04/09/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council President's Office</u>			
1. Bernard C. "Jack" Young Carolyn Blakeney	2014 NACO Annual Conference & Expo. New Orleans, LA July 10 - 15, 2014 (Reg. Fee \$490.00 ea.)	General Funds	\$4,274.66

The subsistence rate for this area is \$179.00 per day. The Hotel rate is \$174.00 per night plus taxes and fees totaling \$143.33. The Baltimore City Council President's Office is requesting additional subsistence in the amount of \$35.00 per day for each attendee for the cost of meals and incidental expenses. The additional subsistence totaling \$175.00 per attendee has been added to the total.

The airfare and registration was purchased using a City-issued credit card assigned to Mr. Hosea Chew. Therefore, the disbursement amount to Mr. Young and Ms. Blakeney will be \$1,251.33 each.

Circuit Court for Baltimore City

2. Angela Sobol Lowry	National Assn. of Drug Court Professionals Annual Training Conference Anaheim, CA May 27, 2014 - June 1, 2014 (Reg. Fee \$700.00)	BJA FY14 Adult Court Discretionary Grant	\$2,353.00
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AGENDA

BOARD OF ESTIMATES

04/09/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Employees Retirement System (F&P)</u>			
3. Robert Haukdal	Public Sector 401, 403, 457 Plans & Retirement Plan Basics Brookfield, WI July 22 - 26, 2014 (Reg. Fee \$2,100.00)	Special Funds - Fire & Police	\$3,032.00

The registration was prepaid by the F&P funds. The attendee will be disbursed \$932.00.

Fire and Police Employees' Retirement Systems (F&P)

4. Paul DeSimone	International Foundation of Employee Benefit Plans (IFEBP) International Investigating & Emerging Markets San Francisco, CA July 27 - 30, 2014 (Reg. Fee \$3,375.00)	Special Funds Fire & Police	\$5,000.75
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The subsistence rate for this location is \$260.00 per night. The hotel cost is \$259.00 per night, not including hotel tax of \$42.25. The Department is requesting additional subsistence of \$117.00 for food. The registration was prepaid by the F&P funds. The attendee will be disbursed \$1,625.75.

AGENDA

BOARD OF ESTIMATES

04/09/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Employees' Retirement System (ERS)</u>			
5. Roselyn Spencer	International Limited Partners Association Conference (ILPA) Boston, MA June 1 - 5, 2014 (Reg. Fee \$1,294.00)	Special Funds ERS	\$3,570.16

The subsistence rate for this location is \$300.00 per night. The hotel cost is \$284.00 per day and occupancy taxes of \$41.04, plus a \$3.00 hotel and service fee per day. The ERS is requesting an additional subsistence of \$24.00 per day for food and incidentals. The registration was paid directly to ILPA by the ERS. The attendee will be disbursed \$2,276.16.

6. Dorothy Bryant Jerome Sanders	National Assn. of Security Professional Conference (NASP) San Francisco, CA June 22 - 26, 2014 (Reg. Fee \$125.00 ea.)	Special Funds - Grant - ERS	\$5,178.00
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The subsistence rate for this location is \$260.00 per night. The hotel cost for each attendee is \$239.00, plus hotel taxes of \$33.62 and hotel assessment fee of \$5.38 per day. The ERS is requesting additional subsistence of \$19.00 per day per person for food and incidentals. The registration fees were prepaid by ERS to NASP. Each attendee will be disbursed \$2,464.00.

AGENDA

BOARD OF ESTIMATES

04/09/2014

PERSONNEL

Department of Human Resources - Personnel Matters

The Board is requested to approve the following Personnel matters:

1. Reclassify the following vacant positions:

Position No. 1411-12083

From: 31342 - Fiscal Research Analyst
Grade: 118 (\$60,000.00 - \$85,000.00)

To: 31304 - Budget Management Analyst IV
Grade: 122 (\$72,600.00 - \$102,700.00)

Position No. 1411-12092

From: 31303 - Budget Management Analyst III
Grade: 120 (\$66,100.00 - \$92,900.00)

To: 31302 - Budget Management Analyst II
Grade: 117 (\$57,100.00 - \$81,000.00)

These positions are considered positions of Trust in accordance with AM 237-1.

Costs: \$2,900.00 - 1001-000000-1411-160400-3700-601001

	<u>Hourly Rate</u>	<u>Amount</u>
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Department of Public Works

- | | | |
|----------------------------|---------|--------------------|
| 2. JAVIER VELAZQUEZ | \$28.95 | \$55,000.00 |
|----------------------------|---------|--------------------|

Account: 1001-000000-1901-190700-601009

Mr. Velazquez will work as a Communications Analyst I for the Department of Public Works. His duties will include but are not limited to reviewing and maintaining the telephone tracking spreadsheet for all service requests, and meeting

AGENDA

BOARD OF ESTIMATES

04/09/2014

PERSONNEL

DPW - cont'd

regularly with the Municipal Telephone Exchange (MTE) to coordinate and track progress, resolve delivery complaints and monitors status of service and repair requests and maintain the Telephone Directory for Public Works using the guidelines and protocols developed by the MTE. The period of the agreement is effective upon Board approval for one year.

ALL OF THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED