

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.

BOARD OF ESTIMATES' AGENDA - APRIL 30, 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:

| | |
|------------------------------------|-----------------|
| Bel Air Underground Services, Inc. | \$ 1,500,000.00 |
| Charles Tillman Paving, Inc. | \$ 4,923,000.00 |
| Chesapeake Turf, LLC | \$ 2,502,000.00 |
| Electric Masters Service, Inc. | \$ 1,233,000.00 |
| Encasement Technologies, LLC | \$ 1,413,000.00 |
| M&V Contractual Services, Inc. | \$ 1,500,000.00 |
| Optimum Controls Corporation | \$ 8,000,000.00 |
| Shrader Electric Co., Inc. | \$ 6,021,000.00 |
| Thomas Moore Studios Inc. | \$ 189,000.00 |
| Young & Watson, Inc. | \$ 135,000.00 |

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:

| | |
|-----------------------------------|-----------|
| CenKen Group, LLC | Engineer |
| Colimore Architects, Inc. | Architect |
| HSA, Inc. of DC | Engineer |
| Morabito Consultants, Inc. | Engineer |
| NMP Engineering Consultants, Inc. | Engineer |

AGENDA

BOARD OF ESTIMATES

04/30/2014

Parking Authority of Baltimore City (PABC) - Parking Facility
Rate Increase

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the parking facility rate increase at the Redwood Garage.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The PABC is charged with managing the City's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

The PABC performed a survey of parking rates in the areas surrounding the Redwood Garage. The rate survey confirmed that the fees charged to parkers at this facility are generally lower than fees charged at other parking facilities within the area. The last monthly rate increase was April 2012. To bring the rates charged at the Redwood Garage in line with its surrounding facilities, the PABC staff developed the proposed rate change. This rate change was unanimously approved by the PABC Board of Directors.

| Location | Proposed Transient Rate Changes | | Proposed Monthly Rate Changes | |
|----------------|---------------------------------|----------------|-------------------------------|----------------------------|
| Redwood Garage | Regular Transient Rates | | Current | Proposed |
| | | <u>Current</u> | | |
| | Up to 8 Hrs. | \$13.00 | | No current recommendations |
| | 24 hours/max | \$16.00 | \$14.00 | |
| | | | \$17.00 | |

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BOARD OF ESTIMATES

04/30/2014

Baltimore Development Corporation (BDC) - City Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a City Funding Agreement with Hollander Ridge Distribution Center, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00

BACKGROUND/EXPLANATION:

Hollander Ridge Distribution Center, LLC is an entity of H & S Bakery, Inc., which owns and operates a distribution center at 601 South Eden Street in the Fells Point neighborhood. The developer has reached a point where the current Eden Street facility does not have adequate space for its product storage and distribution and its fleet maintenance operations. To alleviate these issues, the developer has purchased a 2.8-acre property located at 2001 62nd Street in the Hollander 95 Business Park and proposes to relocate the distribution center from 601 South Eden Street to 2001 62nd Street in the Hollander 95 Business Park. In addition, the relocation of the distribution center would allow for additional real estate and economic development opportunities in the Fells Point neighborhood.

The Hollander 95 site has a number of City utilities that must be relocated before the developer can build its new distribution center. The utility relocation will be done by the developer, pursuant to Developer's Agreement No. 1312 with the Department of Public Works, which was approved by the Board of Estimates on December 8, 2013.

As a matter of business development and assistance, the BDC has agreed to participate in the cost sharing of the utility relocation for a portion of the developer's architectural and engineering expenses up to \$200,000.00. By executing this City Funding Agreement, the developer agrees to maintain, if not increase, the current distribution center employment level of 70 employees in the new facility. Should the developer not maintain

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BOARD OF ESTIMATES

04/30/2014

BDC - cont'd

the employment level for six months, between March 2015 and September 2015, the developer will owe the City a penalty of \$2,857.00, per employee less than 70 employees.

MBE/WBE PARTICIPATION:

The developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

(The City Funding 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> |
|--|--|--|
| \$ 22,317.00 22 nd EDF | 9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev. | 9910-906575-9601 E. Balto. Ind. & Coml. Dev. |
| 177,683.00 <u>23rd EDF</u> | 9910-920994-9600 Constr. Res. Citywide Ind. Dev. | 9910-906575-9601 E. Balto. Ind. & Coml. Dev. |
| \$200,000.00 | | |

This transfer will provide funds to the Department of Public Works to relocate utilities at the Hollander 95 Business Park in East Baltimore. The utility relocation is necessary to retain the H&S Bakery distribution center with approximately 50 jobs in the City. Once the new distribution center and an ancillary fleet maintenance facility are constructed, the bakery will move its current distribution center from Fleet Street in Fells Point to the Hollander 95 Business Park. Retaining the H&S facility in the City will allow for additional real estate and economic development in the burgeoning Inner Harbor East/Fells Point neighborhoods.

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

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Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 11** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 9 and April 16, 2014.

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OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|-----------------|-----------------|---------------|
| <u>Dept. of Housing and Community Development (DHCD) - Condemnations</u> | | | |

| | | | |
|--|----------------------|----------------|-----------|
| 1. David Berman and Rosalie Berman, the Personal Representa- tives of the Estate of Louis Berman | 1040 N. Stricker St. | G/R \$90.00 | \$ 208.33 |
|--|----------------------|----------------|-----------|

Funds are available in account 9910-905507-9588-900000-704040,
AG Demolition Project.

| | | | |
|------------|--------------------|----------------|-----------|
| 2. Unknown | 960 N. Chester St. | G/R \$36.00 | \$ 240.00 |
|------------|--------------------|----------------|-----------|

Funds are available in account 9910-906409-9588-900000-704040,
EBDI Project.

| | | | |
|---|-------------------|----------------|-----------|
| 3. Stanley M. Lipsitz and Alvin F. Lipsitz | 2037 E. Eager St. | G/R \$58.00 | \$ 387.00 |
|---|-------------------|----------------|-----------|

Funds are available in account 9910-906409-9588-900000-704040,
EBDI Project.

| | | | |
|---------------------|--------------------|----------------|-----------|
| 4. Reva M. Carliner | 964 N. Chester St. | G/R \$36.00 | \$ 240.00 |
|---------------------|--------------------|----------------|-----------|

Funds are available in account 9910-906409-9588-900000-704040,
EBDI Project.

| | | | |
|---------------|--------------------------|----------------|-----------|
| 5. Karen Katz | 963 N. Washington St. | G/R \$42.00 | \$ 280.00 |
|---------------|--------------------------|----------------|-----------|

Funds are available in account 9910-906409-9588-900000-704040,
EBDI Project.

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BOARD OF ESTIMATES

04/30/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--------------------------------------|-------------------|-----------------|---------------|
| <u>DHCD - Condemnations - cont'd</u> | | | |
| 6. Abraham & Sadye Schechter | 2004 Ashland Ave. | G/R \$84.00 | \$ 560.00 |

Funds are available in account 9910-906409-9588-900000-704040, EBDI Project.

| | | | |
|----------------|-------------------|----------------|-----------|
| 7. Ellen Myles | 2002 Ashland Ave. | G/R \$42.00 | \$ 280.00 |
|----------------|-------------------|----------------|-----------|

Funds are available in account 9910-906409-9588-900000-704040, EBDI Project.

For Item Nos. 2-7, the Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for this property.

DHCD - Options

| | | | |
|-----------------|-----------------|----------------|-----------|
| 8. Shermar, LLC | 512 Laurens St. | G/R \$50.00 | \$ 459.00 |
|-----------------|-----------------|----------------|-----------|

Funds are available in account 9910-905507-9588-900000-704040, AG Demolition Project.

| | | | |
|---|-----------------|-----|-------------|
| 9. Shelly Nickelson and Morufu Alade | 512 Laurens St. | L/H | \$24,583.00 |
|---|-----------------|-----|-------------|

Funds are available in account 9910-905507-9588-900000-704040, AG Demolition Project.

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BOARD OF ESTIMATES

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OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--------------------------------|-----------------|-----------------|---------------|
| <u>DHCD - Options - cont'd</u> | | | |
| 10. Rose P. Silberman | 557 Laurens St. | G/R \$65.00 | \$ 542.00 |

Funds are available in account 9910-905507-9588-900000-704040, AG Demolition Project.

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

Department of Law - Payment of Settlement

| | | | |
|--|------------------------|-----|-------------|
| 11. Lamont Fullard (previous owner) | 904 N. Bradford St. | L/H | \$ 5,650.00 |
|--|------------------------|-----|-------------|

On September 9, 2013, the Board approved the acquisition of the leasehold interest, by condemnation, in the real property located at 904 N. Bradford Street. The Board previously approved \$12,100.00, based upon an independent appraisal report, to acquire the subject property interest. The property owner argued that the City should pay the \$19,500.00 appraisal valuation that he obtained. The parties agreed to settle the action for \$17,750.00. Therefore, the Board is requested to approve an additional \$5,650.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-910634-9588-900000-704040, Milton Montford Project.

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BOARD OF ESTIMATES

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OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|--------------------|-----------------|---------------|
| <u>DHCD - Payment of Settlement - cont'd</u> | | | |
| 12. 2570, Inc. | 830 N. Chester St. | L/H | \$ 4,633.00 |

Funds are available in account 9910-906409-9588-900000-704040, EBDI Project, Phase II.

On May 16, 2012, the Board approved the acquisition of the leasehold interest, by condemnation, in 830 N. Chester Street for \$5,867.00. The owner has agreed to a legal settlement that includes an increase of \$4,633.00. Therefore, the Board is requested to approve the acquisition of 830 N. Chester Street for the additional amount of \$4,633.00.

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BOARD OF ESTIMATES

04/30/2014

Bureau of Budget and - Appropriation Adjustment Order
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve an appropriation adjustment order (AAO) to transfer State funds from the Baltimore City Fire Department, Service 611 (Fire Code Enforcement) to the Baltimore City Fire Department, Service 609 (Emergency Medical Services).

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - From: Fire Department, Service 611
Fire Code Enforcement

To: Fire Department, Service 609
Emergency Medical Services Grant

The source of funds is a grant from the Maryland Institute for Emergency Medical Services Systems that has been submitted to the Board for acceptance for the April 30, 2014 agenda.

BACKGROUND/EXPLANATION:

The Emergency Medical Services Grant has been submitted to the Board for acceptance for April 30, 2014. The grant will provide the Baltimore City Fire Department with resources to develop and institute a Manual of Procedures that fits into the Police initial response to an Active Shooter/Mass Casualty Incident, thus providing a coordinated response in an effort to mitigate any dangers and maximize lifesaving efforts. There are no match requirements associated with this grant.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

TRANSFERS OF FUNDS

* * * * *

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

12 - 15

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

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BOARD OF ESTIMATES

04/30/2014

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|------------------------|-----------------------|---------------------|
| <u>Fire Department</u> | | |
| 1. \$ 31,000.00 | 9920-903006-9209 | 9920-918021-9208 |
| General Funds | Fire Academy | Fire Academy Burn |
| | Modernization - | Building - Active |
| | Reserve | |
| 26,541.13 | " " | " " |
| 3 rd Public | | |
| <u>Building Loan</u> | | |
| \$ 57,541.13 | | |

This transfer will provide funds to the Department of General Services on behalf of the Fire Department, to replace deteriorated concrete, brick foundation walls, feeder conduits, and storm water drains at the Fire Academy Burn Building and all associated in-house costs. In addition, the electrical panel will be brought up to code requirements, footers will be modified and backless benches will be installed. Once the work at the Burn Building is completed, live fire training can resume for the Baltimore City Fire Department at the Fire Training Academy.

| | | |
|------------------------|-----------------|-------------------|
| 2. \$ 29,353.68 | 9920-90801-9209 | 9920-918021-9208 |
| 3 rd Public | Constr. Reserve | Fire Academy Burn |
| Building Loan | Unallotted | Building - Active |

This transfer will provide funds to DGS, on behalf of the Fire Department, to eliminate the deficit in the active project for the Fire Academy Burn Building. Once the work at the Burn Building is completed, live fire training can resume for the Baltimore City Fire Department at the Fire Training Academy.

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BOARD OF ESTIMATES

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TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-------------------------------------|---|---|
| <u>Department of Transportation</u> | | |
| 3. \$400,134.40 Others | 9950-907074-9512 Traffic Mitigation Studies | 9950-911086-9512-3 Design & Study Traffic Mitigation South East Zone A |

This transfer will put the appropriation in the account to receive money related to the Traffic Mitigation Fee for a planned unit development, as per the agreement between the Mayor and City Council of Baltimore acting through its Department of Transportation and Harbor Point Parcel 2 Holdings, LLC.

Baltimore Development Corporation (BDC)

| | | |
|--|---|---|
| 4. \$ 29.90 20 th EDF | 9910-994001-9600 Constr. Reserve Unallocated Res. | 9910-902879-9601 Coml. Revit. |
| 1,417.00 20 th EDF | 9910-994001-9600 Constr. Reserve Unallocated Res. | 9910-906575-9601 E. Baltimore Ind. & Coml. Dev. |
| 3,649.50 <u>23rd EDF</u> \$ 5,096.40 | 9910-913990-9600 Constr. Reserve Coml. Revit. | 9910-902879-9601 Coml. Revit. |

This transfer will provide funds to reimburse BDC for eligible capital expenses for the month ending March 31, 2014.

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TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|-----------------------|---------------------|
| <u>Baltimore Development Corporation</u> | | |
| 5. \$120,000.00 | 9910-917020-9600 | 9910-903357-9601 |
| 24 th Economic | Constr. Reserve | Westside Howard's |
| Development | Westside - Howard's | Park |
| Fund | Park | |

This transfer will provide funds to transform and convert the underutilized Howard's Park for use as a dog park. This project will be funded in partnership with the Department of Recreation and Parks and will include landscaping, lighting, and other improvements. Howard's Park is located at Centre and Howard Streets in the Seton Hill neighborhood and would provide an alternative to Mt. Vernon Place for dogs within the neighborhood.

Department of Recreation and Parks

| | | |
|-----------------------------|-------------------|-------------------|
| 6. \$ 5,000.00 | 9938-930013-9475 | 9938-928006-9474 |
| 27 th Recreation | Howard's Dog Park | Howard's Dog Park |
| & Parks Series | Reserve | Active |

This transfer will provide funds to cover the advertising costs associated with Howard's Dog Park.

| | | |
|------------------------|------------------|-------------------|
| 7. \$ 30,000.00 | 9938-916022-9475 | 9938-901759-9474 |
| General Fund | Community Center | Park & Recreation |
| | Master Plan | Facilities |
| | Reserve | Renovation FY 09 |

This transfer will provide funds to cover the costs associated with the furnishing and installing of the scoreboard, wall safety pads and kitchen equipment at Morrell Park Community Center.

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TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|-----------------------|---------------------|
| <u>Department of Housing and Community Development</u> | | |
| 8. \$ 71,921.20 | 9910-995001-9587 | 9910-909120-9588 |
| 26 th Comm. | Unallocated Reserve | Hoen Building |
| Devel. Bonds | | |
| 39,188.23 | " " | " " |
| 27 th Comm. | | |
| Devel. Bonds | | |
| 152,358.09 | " " | " " |
| 28 th Comm. | | |
| Devel. Bonds | | |
| 73,532.48 | " " | " " |
| 29 th Comm. | | |
| <u>Devel. Bonds</u> | | |
| \$337,000.00 | | |

This transfer will provide appropriations to cover costs associated with 2101 East Biddle Street project site, also known at the Hoen Building, Phase II. Funds are being used to cover the costs of additional hazardous material removal.

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BOARD OF ESTIMATES

04/30/2014

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. | 2238 Pennsylvania Avenue | Abduls @ Pennsylvania Avenue, LLC | Retain awning w/ signage 31' x 4', handicap ramp 20' x 3½', dumpster 6' x 3', four fluorescent tubes |
| | Annual charge: \$ 926.70 | | |
| 2. | 2733 Pennsylvania Avenue | Yong S. Hwang | Retain two single face electric signs 12' x 2½', one double face electric sign 7' x 1½' |
| | Annual charge: \$ 421.80 | | |
| 3. | 38 S. Paca Street | 36 South Paca Street, LLC | Handicap ramp 27'6" x 5'4" |
| | Annual charge: \$ 70.30 | | |
| 4. | 5402 Harford Road | Max Properties, Inc. | Retain cornice sign 23' x 2', flat sign 26 x 2' |
| | Annual charge: \$143.10 | | |
| 5. | 3553 Chestnut Avenue | Daniel D. Harvey | Three awnings, two @ 14' x 2', one @ 10½' x 2' |
| | Annual charge: \$316.50 | | |

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Dept. of General Services

| | <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|-----|-----------------------------------|----------------------------|---|
| 6. | 300 W. Fayette Street | Blue Ocean 300, LLC | One single face electric sign 16' x 2'8" |
| | Annual charge: \$140.60 | | |
| 7. | 743 S. Linwood Ave. | D. Carry Development, LLC. | Garage Extension 15'8" x 4' |
| | Annual charge: \$219.24 | | |
| 8. | 1147 S. Hanover St. | Marmir Partnership | Retain two single face electric signs 9'6" x 2' |
| | Annual charge: \$281.20 | | |
| 9. | 908-12 W. 36 th Street | Kirpal K. Singh | Outdoor seating 27' x 3' |
| | Annual charge: \$351.50 | | |
| 10. | 1209 S. Charles St. | Ropewalk Properties, LLC | Retain double face electric sign 1' x 1', cornice sign 8' x 1', three goose-neck lights, four spot reflectors |
| | Annual charge: \$299.00 | | |

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

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04/30/2014

Department of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and Related Audit Digest:

1. Audit of the Enoch Pratt Free Library A Component Unit of the City of Baltimore, Maryland, Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2013.

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BOARD OF ESTIMATES

04/30/2014

Department of Audits - Expenditures of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Association of Government Accountants (AGA). The expenditure is for training on May 14, 2014.

AMOUNT OF MONEY AND SOURCE:

\$4,940.00 - 1001-000000-1310-157800-603020

BACKGROUND/EXPLANATION:

These expenditures of funds will pay for the registration of 38 auditors, to attend a one-day Fraud Seminar sponsored by the AGA on May 14, 2014.

Government Audit Standards require that each auditor obtain 80 hours of Continuing Professional Education (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 \$20.00, which is below the industry average in relation to other training of this nature.

APPROVED FOR FUNDS BY FINANCE

EXTRA WORK ORDERS

* * * * *

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

21

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

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04/30/2014

EXTRA WORK ORDERS

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

Department of Transportation

- | | | | | |
|----|---|-------------------|--------------|----|
| 1. | EWO #001, \$316,000.14 - TR 10004, Repairs to Various Bridges and Safety Improvements Along I-83: Gay Street to 41 st Street | | | |
| | \$4,986,355.65 - | Orfanos Con- | 50 | - |
| | | tractors, Inc. | days | |
| | | | | |
| 2. | EWO #002, \$33,040.98 - TR 10004, Repairs to Various Bridges and Safety Improvements Along I-83: Gay Street to 41 st Street | | | |
| | \$4,986,355.65 | \$316,000.14 | Orfanos Con- | 30 |
| | | tractors, Inc. | days | - |
| | | | | |
| 3. | EWO #002, (\$.50) - TR 20350 - Replacement of Frederick Avenue Bridge over Gwynns Falls & CSX Railroad | | | |
| | \$13,997,381.20 - | Joseph B. Fay Co. | - | - |
| | | | | |
| 4. | EWO #003, \$25,991.28 - TR 20350 - Replacement of Frederick Avenue Bridge over Gwynns Falls & CSX Railroad | | | |
| | \$13,997,381.20 (\$.50) | Joseph B. Fay Co. | - | - |

Bureau of Water & Wastewater

- | | | | | |
|----|---|------------------|----------------|----|
| 5. | EWO #003, (\$0.00) - SC 870, Scum/Grease System Improvements at the Back River Wastewater Treatment Plant | | | |
| | \$10,699,000.00 | \$14,617.64 | Whiting-Turner | 75 |
| | | Contracting Co., | days | - |
| | | Inc. | | |

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Department - Agreements, Grant Agreement, and Agreement to Agreement

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

1. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$ 8,500.00**

Account: 4000-433514-3024-268416-603051

The organization will assist elderly adults with housing needs through the Home-sharing program. The program is designed to be an alternative to the institutionalization of frail and elderly residents of Baltimore City. The program will identify and match elderly residents with senior homeowners living alone in single family dwellings in Baltimore City. The provider will promote program services, screen and interview applicants, complete home assessments, recruit appropriate housemates to refer to the applicants, and provide counseling as appropriate. The period of the agreement is October 1, 2013 through September 30, 2014.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$250,000.00**
(JHU)

Account: 4000-499014-3023-513201-603051

The JHU will provide HIV counseling, testing and referral for clients presenting in the Eastern/Druid Sexually Transmitted Diseases Clinics of the Baltimore City Health Department, who are at risk for HIV infection or who are in various stages of HIV infection. Infected clients will be referred to the Health Department's Early Intervention Initiative. The period of the agreement is January 1, 2014 through December 31, 2014.

MWBOO GRANTED A WAIVER.

The Agreements are late because of delays in finalizing the budget and other approvals.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Dept. - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY** **\$145,500.00**
(JHU)

Account: 4000-499014-3023-513201-603051

The JHU, Department of Emergency Medicine will complete at least 4,850 HIV tests during the project period. The JHU will actively link all patients newly diagnosed to medical care and confirm attendance at first appointment. It will comply with all HIV testing, reporting and documentation requirements as required by the Centers for Disease Control and Prevention, the Maryland Department of Health and Mental Hygiene, and the Health Department. The period of the agreement is January 1, 2014 through December 31, 2014.

MWBOO GRANTED A WAIVER.

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

4. **THE JOHNS HOPKINS UNIVERSITY** **\$ 14,006.00**
(JHU)

Account: 4000-425614-3023-599610-603051

The JHU will provide comprehensive health services to HIV infected women during pregnancy to minimize the risk of mother to child transmission of HIV. Services will include individualized counseling, counseling assessments, Center for Addiction in Pregnancy support groups and HIV women's health program support groups. The period of the agreement is July 1, 2013 through June 30, 2014.

5. **THE JOHNS HOPKINS UNIVERSITY** **\$ 80,959.00**
(JHU)

Account: 4000-425614-3023-599602-603051

The JHU will provide psychosocial support services to accommodate the increasing number of uninsured and underinsured HIV infected clients from childhood to age 24, access needed health and supportive services. The period of the agreement is July 1, 2013 through June 30, 2014.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Dept. - cont'd

6. CHASE BREXTON HEALTH SERVICES, INC. \$ 17,392.00

Account: 4000-424514-3023-599662-603051

The organization will continue to coordinate the care of HIV infected inmates and provide linkage and referral services to HIV medical care, case management, housing and drug treatment services. The period of the agreement is January 1, 2014 through June 30, 2014.

The Agreements (item nos. 4-6) are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B and Part 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.

7. LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC. \$ 65,000.00

Account: 4000-499714-3023-294203-603051

The organization is the fiscal agent for the community organization, Older Women Embracing Life (OWEL). The organization will provide financial oversight of the "No Wrong Door Project", and assist OWEL with meeting logistics, supplies and grant reporting.

To fulfill the requirements of the grant, OWEL will hire a certified health educator, provide two support groups for persons age 50 and older who are living with HIV/AIDS, identify and recruit at least 43 high-risk heterosexual women age 50 and older, provide a modified Sister to Sister intervention and facilitate at least two HIV/STI/Hepatitis testing activities. The period of the agreement is July 1, 2013 through June 30, 2014.

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

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Dept. - cont'd

8. **MARCH OF DIMES FOUNDATION** **\$ 20,000.00**

Account: 6000-618914-3080-294600-406001

Under the terms of this grant agreement, the funds will be used for the Healing Ourselves through Peer Empowerment (HOPE) Project 10-week group programs. The HOPE Project is an interconception health program for women who have experienced a fetal or infant death. The 10-week groups help them to work through grief, improve their health, and plan for future healthy pregnancies, if desired. The period of the grant agreement is March 1, 2014 through February 28, 2015.

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

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

AMENDMENT TO AGREEMENT

9. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 4,664.00**

Account: 4000-425614-3023-599608-603051

On December 18, 2013, the Board approved the original agreement to provide services in the area of Youth Services Initiative in the amount of \$43,917.00 for the period July 1, 2013 through June 30, 2014.

The Department received supplemental funding for a six-month period, January 1, 2014 through June 30, 2014. This amendment to agreement will allow the organization to cover expenses associated with assisting clients in need of emergency financial assistance, such as medication co-pays,

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Department

utility, and rental assistance. The amendment amount makes the total amount \$48,581.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Department - Notification of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Award (NoA) from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral Hepatitis, STDS and TB Prevention. The period of the NoA is January 1, 2014 through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$664,633.00 - 4000-422514-3030-271500-404001

BACKGROUND/EXPLANATION:

This grant will facilitate the building of a collaborate system to provide funding to address STDs in the context of health disparities and the opportunity to include the expanded population newly insured under the Affordable Care Act. The program's mission is to develop a stronger system to promote screening and treatment, improve partner services, and collaborate with other organizations to implement STD health promotion and prevention education activities.

This NoA 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 Award terms and conditions have been approved by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Maryland Department of Health and Mental Hygiene (DHMH) for Pregnancy and Tobacco Cessation Help (PATCH). The period of the Grant Award is March 1, 2014 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$18,000.00 - 5000-570114-3041-605800-405001

BACKGROUND/EXPLANATION:

The Center for Tobacco Prevention and Control along with partners from the Centers for Chronic Disease and Maternal and Child Health launched an initiative to address high smoking rates among pregnant women and women of child-bearing age.

The initial phase of the project included Caroline, Cecil, Kent and Washington counties, which are among the four highest risk jurisdictions for smoking among pregnant women in Maryland. The second phase includes Allegany, Calvert, Dorchester, Garrett, Somerset and Worcester counties, which are among the ten highest risk jurisdictions for smoking among pregnant women in Maryland. The third phase will include Baltimore City, Carroll, Frederick, Harford, St. Mary's and Wicomico counties.

The Health Department will host a PATCH meeting during the month of April or May 2014 to mobilize partnerships and existing resources at the local level to better address tobacco use screening, education, prevention and smoking cessation services.

The Grant Award is late because it was received on March 28, 2014.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Ms. Hillary J. Michaud. The period of the Agreement is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 1001-000000-3021-268400-603018
(\$75.00 per hour)

BACKGROUND/EXPLANATION:

Ms. Michaud will function as a Hearing Officer to provide for the resolution of disputes arising as a result of licensing, regulation, and enforcement of certain activities administered by the Health Section, in accordance with the Baltimore City Code and/or Rules and Regulations promulgated thereunder by the City.

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

04/30/2014

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. Kompan Ngamsnga for the month of January 2014.

AMOUNT OF MONEY AND SOURCE:

\$95.00 - 1000-000000-3150-307700-603020

BACKGROUND/EXPLANATION:

Mr. Ngamsnga submitted his expense statement after completion of on-line training. The course fee was paid on January 21, 2014, with class meetings occurring once per week for six weeks. It was necessary for him to present his certification upon completion of the training on February 28, 2014. There was a delay in the arrival of a hard copy of the certificate after the course was completed.

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

MWE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Fire Department - Grant Subaward

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the FY 2013 Emergency Medical Services Grant Subaward from the Maryland Institute for Emergency Services Systems. The period of the grant award is effective upon Board approval through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 5000-580914-3191-308700-405001

BACKGROUND/EXPLANATION:

This grant will provide the Baltimore City Fire Department to develop and institute a Manual of Procedures that fits into the Police initial response to an Active Shooter/Mass Casualty Incident, thus providing a coordinated response in an effort to mitigate any dangers and maximize lifesaving efforts.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Ms. Michelle Feeney, lessee, for the rental of property located at 1427 Light Street, known as School 33, Studio #107, first floor. The period of the Lease Agreement is January 1, 2014 through December 31, 2014, with one 1-year renewal option.

AMOUNT OF MONEY AND SOURCE:

| <u>Annual Rent</u> | <u>Monthly Rent</u> |
|--------------------|---------------------|
| \$4,560.00 | \$ 380.00 |

BACKGROUND/EXPLANATION:

The lessee will use the leased premises as an artist's studio.

The lessee will be responsible for content insurance, janitorial, trash receptacles, and security. The lessor will be responsible for heat, electricity, and water.

The Space Utilization Committee approved this lease on April 22, 2014.

The Lease Agreement is late because of a delay in obtaining the lessee's signature and notary.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Baltimore City Board of School Commissioners, tenant, for the rental of a portion of the property located at 1510 W. Lafayette Avenue, being on the first and second floors, consisting of approximately 7,200 square feet. The period of the Lease Agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00

BACKGROUND/EXPLANATION:

The tenant will use the leased premises as an Alternative School for selected Baltimore City Public School students.

The landlord will be responsible for maintenance and repair of the property, burglar and fire alarm systems, and utilities.

The tenant will be responsible for providing custodial services, liability insurance, telephone service, and security of the leased premises.

The Lease Agreement is late because of extensive and ongoing negotiations of a related Contractor Agreement between the Baltimore City School Commissioners and the Mayor's Office of Employment Development, which was recently resolved.

The Space Utilization Committee approved this lease on April 22, 2014.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Police Department - Acceptance of Notice of Intent
to Award a Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notice of Intent for a grant award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant is April 1, 2014 through April 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$4,875.00 - 4000-474914-2041-198500-600000

BACKGROUND/EXPLANATION:

On April 3, 2014, the GOCCP released a Letter of Intent to the Police Department for the "Police-Involved Shooting and Crime Scene Investigation Training-LETS" grant. This award will fund the training fees for 25 officers to attend training on the necessary skills that are applicable to effectively investigate officer-involved shootings and in-custody deaths.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Department of Recreation - Grant Agreement
and Parks

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Parks and People Foundation, Inc. The period of the grant is January 1, 2014 through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$18,000.00 - 5000-577714-4781-363900-607001

BACKGROUND/EXPLANATION:

The funds will compensate the Parks and People Foundation, Inc. for costs affiliated with the Urban Resources Initiative (URI) Program.

The URI program has been a collaboration between the Department of Recreation and Parks, the Parks and People Foundation, Inc. and several universities since 1989. The Department's contribution will cover part of the cost of program staff to undertake internship development, recruitment, screening of interns, placement assistance, and ongoing management of the program, including support of the URI Advisory Committee. The program identifies well-qualified graduate and undergraduate college interns to perform internships in natural resource management and other academic fields that can positively affect the Department and Baltimore City.

This request is late because of the delays in the administration review process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIWEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Mayor's Office of Minority and Women-Owned Business Development - Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental/charitable solicitation application for submission to the Baltimore City Ethics Board to benefit the Baltimore City Foundation, Inc. (BCF) for the Supplier Diversity and Inclusion/MED Week. The period of the solicitation effort is effective upon Board approval through calendar year ending December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

The collected funds will be deposited and expenditures paid through the BCF's 190-00 Mayor's Office of Minority and Women-Owned Business Development account.

BACKGROUND/EXPLANATION:

The Supplier Diversity and Inclusion/MED Week was designed to show that the City of Baltimore is open for business for Minority and Women-Owned Business Enterprises. The Supplier Diversity and Inclusion/MED Week will be held the week of October 13 - 17, 2014.

The Baltimore City Ethics Board requires that the submitted application be reviewed and approved by the Board of Estimates.

The Campaign must be conducted in accordance with the standards, terms and conditions set forth in Board Regulation 06.26 and the submitted application.

Periodic Reports (once every 2 months) and a Final Report (within 30 days after all solicitations and anticipated donations have been made) must be filed with the Baltimore City Board of Ethics Form 627.

AGENDA

BOARD OF ESTIMATES

04/30/2014

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

This approval is limited to the calendar year ending December 31, 2014. After that date, a new application will be required for any additional solicitation efforts.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the Lien Release, plus all accrued interest and/or penalties on the vacant property located at 1501 E. Lanvale Street, for the transferee, Zion Baptist Church, Inc.

AMOUNT OF MONEY AND SOURCE:

\$20,545.96, plus all accrued interest and/or penalties

BACKGROUND/EXPLANATION:

Pursuant to the Annotated Code of Maryland, Tax Property 14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the Lien Release law:

- the property is a vacant lot,
- the liens exceed the assessed value of the property, and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

The building on the subject property was recently demolished by the City and only the land value of SDAT's assessed value was used in the calculations for this transaction.

The property will be conveyed to the transferee, Zion Baptist Church, Inc., for \$0.00 consideration by the owner/seller, Ms. Delores E. Stokes. The transferee will convert the vacant lot into a paved, landscaped parking lot for use by the church and its members. The release of liens on the property will make it

AGENDA

BOARD OF ESTIMATES

04/30/2014

DHCD - cont'd

financially feasible for redevelopment to move forward and prevent tax abandonment.

Prior to settlement, the transferee will pay the City the sum of \$7,377.15, which represents the combined flat tax and water charges on 1501 E. Lanvale Street.

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the transferee to pay prior to settlement. Failure to record the deed and pay the assessed value of \$7,377.15, within 120 days from the date of approval by the Board, will void this release.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Department of Housing and Community Development - Resolution Authorizing the Filing of the Annual Action Plan for Four Federal Formula Grant Programs

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the filing of the Annual Action Plan for the following four Federal formula grant programs: Community Development Block Grant (CDBG), Emergency Solution Grant (ESG), HOME Investment Partnership Program (HOME) and the Housing Opportunities for Persons With AIDS (HOPWA).

AMOUNT OF MONEY AND SOURCE:

\$19,560,431.00 - Community Development Block Grant Entitlement of \$18,840,431.00 and projected program income of \$720,000.00

3,570,530.00 - HOME Entitlement of \$3,396,682.00 and projected program income of \$173,848.00

1,527,915.00 - Emergency Solutions Grant

7,841,738.00 - Housing Opportunities for Persons with AIDS
\$32,500,614.00 - CFY 2015 Federal Formula Grant Programs Funding

BACKGROUND/EXPLANATION:

The Annual Action Plan serves as the required annual application to the U.S. Department of Housing and Urban Development (HUD) for the following four Federal formula grant programs: CDBG, HOME, HOPWA and ESG. The Plan was developed by the Department of Housing and Community Development (DHCD), which administers the CDBG and HOME programs, and the Mayor's Office of Human Services/Homeless Service Program, which administers the ESG and HOPWA programs.

The approved funding would be used to support a wide range of community development and housing activities including neighborhood planning initiatives, youth recreation and educa-

AGENDA

BOARD OF ESTIMATES

04/30/2014

DHCD - cont'd

tion programs, creation of affordable housing units, service provision to the elderly, the homeless, and persons with HIV/AIDS. The Annual Action Plan identifies specific activities that will be undertaken during the City fiscal year beginning July 1, 2014.

The submitted Resolution would authorize the Commissioner of the DHCD, and the Director of the Mayor's Office of Human Services, acting on behalf of the Mayor and City Council of Baltimore, to submit the Annual Action Plan for the CDBG, HOME, ESG and HOPWA programs. The Resolution also designates the Commissioner and the Director, as authorized official representatives of the Mayor and City Council of Baltimore, to act in connection with the Annual Action Plan and to provide any information as may be required by HUD. This will include assurances and certifications to ensure that the City will comply with various regulations, policies and other federal laws as prescribed in the Title I Housing and Community Development Act of 1974, as amended.

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | | |
|---|-----------------------------------|-------------|---------------|
| 1. | APPLIED RESEARCH ASSOCIATES, INC. | \$43,310.00 | Low Bid |
| Solicitation No. B50003453 - Provide SWAT-Point Man Robot - Police Department - Req. No. R657759 | | | |
| 2. | PLAYGROUND SPECIALISTS, INC. | \$32,978.55 | Select Source |
| Solicitation No. 06000 - Repair of Yale Heights Playground Surface - Recreation and Parks - Req. No. R650207 | | | |
| 3. | PLAYGROUND SPECIALISTS, INC. | \$49,976.00 | Low Bid |
| Solicitation No. B50003362 - Engineered Woodfiber for Various Playgrounds - Recreation and Parks - Req. No. R650628 | | | |

The period of the award is April 30, 2014 through April 29, 2015, with two 1-year renewal options.

- | | | | |
|--|--|--------------|---------|
| 4. | SAFETY LEAGUE INC. d/b/a ATLANTIC TACTICAL | \$32,549.44 | Low Bid |
| Solicitation No. B50003490 - SWAT-Protech Shields & Active Shooter Kit - Police Department - Req. No. R660321 | | | |
| 5. | LORENZ LAWN AND LANDSCAPE, INC. d/b/a LORENZ, INC. | \$183,000.00 | Renewal |
| Contract No. B50002273 - Mowing, Maintenance and Landscaping - Department of Recreation and Parks - P.O. No. P520135 | | | |

On May 9, 2012, the Board approved the initial award in the amount of \$156,800.00. The award contained two 2-year renewal options. On January 22, 2013, the City Purchasing Agent approved an increase in the amount of \$22,500.00. This renewal in the amount of \$183,000.00 is for the period May 9, 2014 through May 8, 2016, with one 2-year renewal option remaining.

MWBOO SET GOALS OF 15% MBE AND 5% WBE.

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

| | | |
|---|-------------|-----|
| MBE: 4 Evergreen Lawn Care | \$29,600.00 | 18% |
| WBE: Fouts Lawn Care Corp., Inc. | \$10,500.00 | 6% |

MWBOO FOUND VENDOR IN COMPLIANCE.

- | | | |
|------------------------------|---------------------|----------------|
| 6. <u>PITNEY-BOWES, INC.</u> | <u>\$ 46,105.00</u> | <u>Renewal</u> |
|------------------------------|---------------------|----------------|
- Contract No. 06000 - Pitney Bowes Sorter Maintenance and Licensing - Department of Communication Services, Municipal Post Office - Req. No. R628999

On May 13, 2009, the Board approved the purchase of a Sorter for the Municipal Post Office. The award contained four 1-year renewal options. Subsequent actions have been approved. Authority is requested to process the Sorter maintenance and the Sorter renewal license. This renewal in the amount of \$46,105.00 is for the period May 1, 2014 through April 30, 2015.

MWBOO GRANTED A WAIVER.

- | | | |
|------------------------------|---------------------|----------------|
| 7. <u>PITNEY-BOWES, INC.</u> | <u>\$ 15,144.00</u> | <u>Renewal</u> |
|------------------------------|---------------------|----------------|
- Contract No. 06000 - Pitney Bowes Insertor Maintenance - Department of Communication Services, Municipal Post Office - Req. No. R604699

On May 13, 2009, the Board approved the purchase of an Insertor and Peripherals for the Municipal Post Office. The award contained four 1-year renewal options. Subsequent actions have been approved. Authority is requested to approve the renewal of the Maintenance Service contract for the Insertor in the mailroom. This renewal in the amount of \$15,144.00 is for the period May 1, 2014 through April 30, 2015.

MWBOO GRANTED A WAIVER.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------|---------|
| 8. THC ENTERPRISES, INC. t/a MID-ATLANTIC WASTE SYSTEMS | \$ 0.00 | Renewal |
| Contract No. B50002308 - Recycle Containers - Department of Public Works, Bureau of Solid Waste - P.O. No. P520975 | | |

On June 27, 2012, the Board approved the initial award in the amount of \$90,000.00. The award contained one 2-year renewal option. This renewal in the amount of \$0.00 is for the period July 1, 2014 through June 30, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------|---------------------------|
| 9. FULL CIRCLE SOLUTIONS, INC. | \$1,467,543.84 | Sole Source/ Agreement |
| Contract No. 08000 - Integrated Collection Systems, Upgrades Licenses and Support Services - Department of Finance - Req. No. R661044 | | |

The Board is requested to approve and authorize execution of an amendment to agreement with Full Circle Solutions, Inc. The period of the agreement is April 1, 2014 through March 31, 2016, with three 1-year renewal options.

The Bureau of Revenue Collections desires to engage Full Circle Solutions, Inc. for upgrades, licenses and support for various collection and tax systems. The vendor is the sole provider of the proprietary software, has provided the services since January 2008 and is the only authorized vendor providing the continued upgrades, licenses and support.

The City posted a Notice of Intent to Waive Competition B50003474 on CitiBuy with no vendors responding. The pricing has been reviewed and deemed fair and reasonable. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

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

MWBOO GRANTED A WAIVER.

10. MCLEAN CONTRACTING

| | | |
|---|--------------|---------|
| COMPANY | \$300,000.00 | Renewal |
| Contract No. B50001438 - Requirements for Structural Maintenance and Dredging of Inner Harbor - Department of Transportation - P.O. No. P513113 | | |

On May 12, 2010, the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$300,000.00 is for the period May 12, 2014 through May 11, 2015.

MWBOO SET GOALS OF 25% MBE AND 10% WBE AND FOUND VENDOR IN COMPLIANCE BASED UPON A GOOD FAITH EFFORT AT 8.97% MBE AND 4.48% WBE PARTICIPATION.

| | | |
|--|--------------------|---------------|
| MBE: G.E. Frisco Co., Inc. | \$58,399.70 | 10.43% |
| Manjoe Insurance Agency, Inc. | 2,400.00 | 0.43% |
| | \$60,799.70 | 10.86% |
| WBE: A2Z Environmental Group, LLC | \$ 3,502.72 | 0.62% |
| Hopkins Fuel Oil Company | 2,723.24 | 0.49% |
| | \$ 6,225.96 | 1.11% |

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

Vendor was found non compliance on WBE participation on April 10, 2014. MWBOO recommends that the vendor be given 60 days to come into compliance with WBE participation commitment.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

| | | |
|---------------------------|---------------------|----------|
| 11. a.LILITH, INC. | | |
| d/b/a JIM ELLIOTT'S | | |
| TOWING | \$100,000.00 | |
| b.AARON'S TOWING, LLC | 100,000.00 | |
| c.MCDEL ENTERPRISES, INC. | 200,000.00 | |
| | \$400,000.00 | Increase |

Contract No. B50002397 - Citywide Violation Towing Services - Department of Transportation - P.O. Nos. Various

On November 21, 2012, the Board approved the initial award in the amount of \$498,000.00. Lilith, Inc. d/b/a Jim Elliott's Towing and Aaron's Towing, LLC were awarded on April 10, 2013. The award contained two 1-year renewal options.

Due to increased usage an increase in the amount of \$400,000.00 is necessary. This increase in the amount of \$400,000.00 will make the total award amount \$1,355,150.00. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 10% MBE AND 3% WBE.

LILITH, INC. d/b/a JIM ELLIOTT'S TOWING

| | | |
|---|------------------|--------------|
| MBE: McDel Enterprises, Inc. | \$ 6,895.50 | 8.02% |
| WBE: Doug's Auto Recycling, Inc. | \$ 106.00 | 0.12% |
| The Baltimore Auto Supply Co. | 321.24 | 0.37% |
| | \$ 427.24 | 0.49% |

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

Vendor will be given 60 days to come into compliance.

AARON'S TOWING, LLC

MBE: N/A

WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE.

The vendor has performed \$25,000.00. MBE/WBE goals not applicable at this time.

MCDEL ENTERPRISES, INC.

| | | |
|------------------------------------|-----------|-------|
| MBE: Diamond Ironwork, Inc. | \$ 505.00 | 0.11% |
|------------------------------------|-----------|-------|

| | | |
|--|------------|-------|
| WBE: Cherry Hill Fabrication & Machine Shop, Inc. | \$1,350.26 | 0.29% |
|--|------------|-------|

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

Vendor will be given 60 days to come into compliance.

A PROTEST HAS BEEN RECEIVED FROM MS. KIM TRUEHEART.

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

| | | | |
|-----|----------------------------|-----------------------|----------|
| 12. | a. GREENWOOD TOWING, INC. | \$ 400,000.00 | |
| | b. UNIVERSAL TOWING, LLC | 500,000.00 | |
| | c. MCDEL ENTERPRISES, INC. | 400,000.00 | |
| | | \$1,300,000.00 | Increase |

Contract No. B50002251 - Citywide Police Requested Towing Services - Department of Transportation, Police Department - P.O. Nos. Various

On August 15, 2012, the Board approved the initial award in the amount of \$1,800,000.00. The contract expires on August 31, 2015 with two 1-year renewal options remaining. On April 10, 2013, the Board approved termination and substitution of vendors in the amount of \$1,200,000.00. Subsequent actions have been approved. Due to increased usage, an increase in the amount of \$1,300,000.00 is necessary. This amount is the City's estimated requirement. This increase in the amount of \$1,300,000.00 will make the total award amount \$7,000,000.00.

MWBOO SET GOALS OF 10% MBE AND 3% WBE.

GREENWOOD TOWING, INC.

| | | | |
|-------------|------------------------------|--------------------|-----|
| MBE: | Hopkins Fuel Oil Company | \$18,486.26 | 10% |
| WBE: | Maryland Reprographics, Inc. | \$ 3,329.86 | |
| | Viking Chemicals, Inc. | 1,376.29 | |
| | | \$ 4,706.15 | 3% |

MWBOO FOUND VENDOR IN COMPLIANCE.

UNIVERSAL TOWING, LLC

| | | | |
|-------------|-----------------------|-------------|-------|
| MBE: | JJ Adams Fuel Oil Co. | \$ 8,400.00 | 2.48% |
| WBE: | Tote-It, Inc. | \$ 3,048.00 | 0.90% |

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

04/30/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

Vendor will be given 60 days to come into compliance.

MCDEL ENTERPRISES, INC.

| | | |
|------------------------------------|-----------|-------|
| MBE: Diamond Ironwork, Inc. | \$ 505.00 | 0.28% |
|------------------------------------|-----------|-------|

| | | |
|---|---|----|
| WBE: Anne Tisdale & Associates, Inc. | 0 | 0% |
|---|---|----|

MWBOO FOUND VENDOR IN NON COMPLIANCE.

Vendor will be given 60 days to come into compliance.

13. GANS, GANS AND ASSOCIATES, INC. \$ 72,000.00 Selected Source
 Contract No. 06000 - Executive Search and Consulting Services - Human Resources Department - Req. No. R653702

On February 29, 2012, the Board approved the competitively solicited professional service Contract B50002248 for Executive Search and Consulting Services in the amount of \$14,000.00 that expired on February 28, 2014, with no renewal options remaining. However, the vendor has agreed to continue to provide the services. It is requested that a short term contract be approved at the same pricing, specifications, terms and conditions as in Contract B50002248, to allow for up to four searches and related travel expenses in the amount of \$72,000.00 in order to provide the necessary time to re-solicit the requirements. The period of the new Contract is April 16, 2014 through December 31, 2014 with no renewal options. 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.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Department of Finance - Renewal of FY 2014 Flood Coverage
Office of Risk Management

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the renewal of flood coverage for the Baltimore City Police Headquarter and Annex Buildings. This policy is written through National Flood Services and renews April 22, 2014.

AMOUNT OF MONEY AND SOURCE:

\$41,858.00 - 2043-000000-1450-162900-036014

BACKGROUND/EXPLANATION:

On September 13, 2003, storm surge and heavy rain from Hurricane Isabel flooded the basement of the Baltimore City Police Headquarter Building to a depth of 22". A claim was made with the Federal Emergency Management Agency (FEMA). Public assistance reimbursement was obtained. Since the facility is located in a 100 year floodplain, distribution of FEMA Public Assistance is contingent upon securing and maintaining flood coverage.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

04/30/2014

Law Department - General Release Claim

ACTION REQUESTED OF B/E:

The Board is requested to approve a proposed settlement claim with Nicole Mollenkoph, Claimant.

AMOUNT OF MONEY AND SOURCE:

The City will pay no money for this settlement. The City will abate the balance of invoice No. 7044845 totaling \$16,336.28.

BACKGROUND/EXPLANATION:

The settlement would involve the City abating invoice No. 7044845, which presently has a balance of \$16,336.28 in total charges (\$15,005.72 plus interest and penalties) related to emergency wall and foundation work performed by HABCo at 243 S. Madeira Street in February 2013. In exchange, the Claimant will sign a release for the remainder of her claims for damage to her property (approximately \$15,000.00) caused by a water leak from the City's system and a resulting sinkhole abutting her property.

The Claimant uses the property as a rental home. On September 25, 2012, her tenant at 243 S. Madeira reported a water leak to the City. The sump pumps at 243 and 241 S. Madeira Street had been running constantly. On November 17, 2012, the internal foundation at 243 S. Madeira Street partially collapsed. On November 20, 2012, the properties 241 and 243 S. Madeira Street were condemned.

Subsequently, a large sinkhole developed in the sidewalk and street areas in front of both homes. This required emergency external foundation stabilization work. Ultimately, the City determined that the sinkhole and related problem were caused by a leak in a water valve for the property directly across the street (240 S. Madeira Street). The Claimant reluctantly agreed to allow HABCo to make these repairs, but disputed that she should be responsible for their costs.

This proposal has been reviewed by the Deputy Commissioner for Permits and Code Enforcement at HCD and the Large Settlement Committee of the Law Department and found to be a responsible and fair settlement.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Mayor's Office of Information - Expenditure of Funds
Technology (MOIT)

The Board is requested to approve the payment to the various service providers.

1. CONNECTED BITS **\$ 1,250.00**

Account: 1001-000000-1512-167700-603098

The original Purchase Order for \$7,500.00 covered 12 months of services at \$625.00 per month. This is incorrect since it should have been prepared to cover 14 months of services. As a result, Connected Bits is due an additional \$1,250.00.

2. EASTBANC TECHNOLOGIES **\$19,200.00**

Account: 6000-600614-1474-167700-603051

In cooperation with the Baltimore City Police, MOIT received a grant from the Abel Foundation to create a web application that allows Baltimore business owners and residents to register their privately owned security cameras with the City of Baltimore. The vendor provided an additional 160 hours of services in order to complete the project. As a result EastBanc Technologies is due \$19,200.00.

3. IRON MOUNTAIN **\$ 3,668.32**

Account: 1001-000000-1472-165800-603080

Iron Mountain was the vendor that provided data storage service to the MOIT Data Entry area. MOIT now uses a new vendor since it has a new mainframe in place and no longer needs this service through Iron Mountain. The previous invoices were submitted to the incorrect agency and overlooked. All other payments were made to the vendor with the exception of those itemized on the submitted invoice.

AGENDA

BOARD OF ESTIMATES

04/30/2014

MOIT - cont'd

4. PORT NETWORKS

\$ 1,604.70

Account: 1001-000000-1474-165700-603080

Port Networks installed point-to-point connection from the Ravens Stadium to BARCS in order to obtain MOIT Network connectively. Connection was needed for the Grand Prix event. Initially, a Change Order was submitted to Purchases to cover these additional costs of \$1,604.70 for the grounding project which in turn closed out the Purchase Order No. P524435. However, MOIT has been made aware that this was overlooked.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Mayor's Office of Information - Consultant Agreement
Technology

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Consultant Agreement with LifeCycle Corporation. The period of the Consultant Agreement is effective upon Board approval through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$44,200.00 - 1001-000000-1512-167800-603018

BACKGROUND/EXPLANATION:

LifeCycle Corporation, Consultant, will serve under the direction of a Human Resources Business Partner to provide Family Medical Leave quality control compliance services. These services will include, but will not be limited to quality control compliance and activity checks of the Family Medical Leave personnel, administrative documentation of quality control compliance findings of the Family Medical Leave Abuse, and video/photographic documentation of quality control compliance of the Family Medical Leave.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Mayor's Office of Employment Development (MOED) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore City Board of School Commissioners (BCPSS). The period of the agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$174,230.00 - 5000-501214-6391-483200-405001

BACKGROUND/EXPLANATION:

The BCPSS operates an alternative school for high-school students in a portion of the Youth Opportunity Westside Center located at 1500 W. Lafayette Avenue in Baltimore City. The MOED will complement the contractor's academic programs by providing wrap-around services, such as Youth Development Services, cultural enrichment and job readiness training. These efforts are designed to help increase school attendance and decrease the drop-out rate of students who attend alternative high schools.

The Agreement is late because additional time was needed to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Mayor's Office of Employment - Renewal of Intergovernmental
Development (MOED) Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the exercising of a renewal option for an Intergovernmental Agreement with the Maryland State Department of Human Resources/Baltimore City Department of Social Services (DHR/BCDSS). The period of the renewal is October 1, 2013 through September 30, 2014, with no additional renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

\$337,560.00 - 5000-508814-6392-483200-405001

BACKGROUND/EXPLANATION:

On May 1, 2013, the Board approved the acceptance of the award to MOED in the amount of \$662,136.00, for the term October 1, 2012 through September 30, 2013. On July 3, 2013, the Board approved an amendment to the initial award to revise the payment to \$324,576.00 for the first year and \$337,560.00 for the option year. Authority is now requested to accept funding for the "option year" renewal of the program. The funding level payable to MOED under this option is not-to-exceed amount of \$337,560.00 of Federal funds.

This renewal option is late because additional time was necessary to reach a comprehensive understanding between the State and City.

APPROVED FOR FUNDS BY FINANCE

(The renewal of the Intergovernmental Agreement was approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

04/30/2014

Mayor's Office of Human Services (MOHS) - Two-Month Advance
of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Two-Month Advance of Funds for the Boys & Girls Clubs of Metropolitan Baltimore, Bon Secours of Maryland Foundation, New Vision Youth Services, and the Park Heights Community Health Alliance, Inc. (PHCHA).

AMOUNT OF MONEY AND SOURCE:

\$ 8,688.89 - 2025-000000-3571-727724-603051 - Boys & Girls Clubs of Metropolitan Baltimore (Video Lottery Terminal Revenue)
9,555.33 - 2025-000000-3571-727722-603051 - Bon Secours of Maryland Foundation (Video Lottery Terminal Revenue)
7,626.67 - 2025-000000-3571-727717-603051 - New Vision Youth Services (Video Lottery Terminal Revenue)
3,919.08 - 2023-000000-3571-727725-603051 - PHCHA (Race Track Revenue)
9,975.85 - 2025-000000-3571-727725-603051 - PHCHA (Video Lottery Terminal Revenue)
2,493.96 - 1001-000000-3571-327200-603051 - PHCHA (General Funds)
\$42,259.78 - Total Two-Month Advance

BACKGROUND/EXPLANATION:

The MOHS has selected the listed service organizations to provide youth-focused programs in the Park Heights neighborhood of Baltimore City. The projects will focus on providing support services to engage youth in productive youth development programs that promote healthy lifestyles, responsible choices, and build the skills to live productive lives in their communities.

These are new 18-month long projects that require a Two-Month Advance of Funds that will cover salary costs to start the

AGENDA

BOARD OF ESTIMATES

04/30/2014

MOHS - cont'd

programs. At the end of the two-months, when the projects are staffed, a contract for each service organization will be issued and will take into account the two-month advance given to the organizations.

The request for the two-month advance of funds is late because of delays in obtaining budget account numbers for the funding sources and delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

04/30/2014

Bureau of Water & Wastewater - On-Call Task Assignments

| <u>Consultant</u> | <u>Task Number</u> | <u>Amount</u> |
|----------------------------|--------------------|----------------------|
| 1. ARCADIS-US, INC. | 009 | \$ 646,896.03 |

The Board is requested to approve and authorize the assignment of Task No. 009 to Arcadis-US, Inc. under Project 1303, On-Call Project and Construction Management Assistance Inspection Services. The duration of this task is approximately 20 months.

The Bureau of Water & Wastewater, Construction Management is requesting Arcadis-US, Inc. to provide inspection services for SC 932, Improvements to Lower Gwynns Run Interceptor Phase 2.

Account: 9956-905620-9551-900020-705032

| | | |
|----------------------------|------------|-----------------------|
| 2. ARCADIS-US, INC. | 012 | \$1,041,615.68 |
|----------------------------|------------|-----------------------|

The Board is requested to approve and authorize the assignment of Task No. 012 to Arcadis-US, Inc. under Project 1303, On-Call Project and Construction Management Assistance Inspection Services. The duration of this task is approximately 16 months.

The Bureau of Water & Wastewater, Construction Management is requesting Arcadis-US, Inc. to provide inspection services for SC 912, Improvements of the Eastern Portion of the Low Level Sewershed.

Account: 9956-918616-9551-900020-705032

AGENDA

BOARD OF ESTIMATES

04/30/2014

Bureau of Water & Wastewater - cont'd

| | <u>Consultant</u> | <u>Task Number</u> | <u>Amount</u> |
|----|-------------------------|--------------------|----------------------|
| 3. | ARCADIS-US, INC. | 013 | \$ 516,699.80 |

The Board is requested to approve and authorize the assignment of Task No. 013 to Arcadis-US, Inc. under Project 1303, On-Call Project and Construction Management Assistance Inspection Services. The duration of this task is approximately 17 months.

The Bureau of Water & Wastewater, Construction Management is requesting Arcadis-US, Inc. to provide inspection services for SC 913, Improvements of the Western Portion of the Low Level Sewershed.

Account: 9956-918616-9551-900020-705032

| | | | |
|----|--|------------|----------------------|
| 4. | RUMMEL, KLEPPER & KAHL, LLP | 033 | \$ 364,989.33 |
|----|--|------------|----------------------|

The Board is requested to approve and authorize the assignment of Task No. 033 to Rummel, Klepper & Kahl, LLP under Project 1301, On-Call Project and Construction Management Assistance Inspection Services. The duration of this task is approximately 12 months.

The Bureau of Water & Wastewater, Construction Management is requesting Rummel, Klepper & Kahl, LLP to provide inspection services for SC 905, Improvements to Sanitary Sewer in Upper Gwynn's Run Region of the High Level Sewershed.

Account: 9956-905620-9551-900020-705032

AGENDA

BOARD OF ESTIMATES

04/30/2014

Bureau of Water & Wastewater - cont'd

| | <u>Consultant</u> | <u>Task Number</u> | <u>Amount</u> |
|----|-------------------|--------------------|----------------------|
| 5. | EMA, INC. | 002 | \$ 183,325.71 |

The Board is requested to approve and authorize the assignment of Task No. 002 to EMA, Inc. under Project 1176, On-Call Process Control and Supervisory Control And Data Acquisition (SCADA) Engineering Services. The duration of this task is approximately six months.

The Bureau of Water & Wastewater, Construction Management is requesting EMA, Inc. to provide assistance with the Customer Information System for the Water Billing Replacement Project. This would include assistance selecting a new software system that can integrate with the new AMI/R metering system, identifying system improvements and data clean up in preparation for the data conversion, staffing support, system pre-testing, and identification of new reports.

Account: 9960-904640-9557-900020-703032

The consultants 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

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

AGENDA

BOARD OF ESTIMATES

04/30/2014

Department of Transportation - Task Assignments

The Board is requested to approve the task assignments under Project 1161, On-Call Construction Management Services to the consultant.

| <u>Consultant</u> | <u>Task No.</u> | <u>Amount</u> |
|---|-----------------|---------------------|
| 1. A. MORTON THOMAS AND ASSOCIATES, INC. | 19 | \$112,170.10 |
| Accounts: 9950-902412-9506-900020-703032 | | \$ 56,085.05 |
| 9950-901363-9508-900020-703032 | | \$ 56,085.05 |

This authorization provides for project construction engineering services with the Transportation Engineering and Construction Engineering Division. The scope of work includes services for the repairs to various bridges and safety improvements along I-83 and other various projects as required.

2. **TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------------|--|--|
| \$110,316.29 | 9950-902363 9509 | 9950-901363-9508-3 |
| MVR | Construction Res. Sinclair Lane over CSX | Design & Study Sinclair Lane Bridge over CSX Railroad |

This transfer will provide funds to cover the deficit and partially fund the costs associated with Project 1161, Task No. 19, On-Call Construction Management Services with A. Morton Thomas & Associates, Inc.

(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

04/30/2014

Department of Transportation - cont'd

| <u>Consultant</u> | <u>Task No.</u> | <u>Amount</u> |
|--|-----------------|---------------|
| 3. LOUIS BERGER WATER SERVICES, INC. | 21 | \$54,412.83 |
| Accounts: 9950-903077-9512-900010-705032 | | \$27,206.42 |
| 9950-904076-9512-900010-705032 | | \$27,206.41 |

This authorization provides for construction inspector services for projects TR 09032R, TR 08316R, TR 083188, and TR 13311.

4. TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|------------------------|---|---|
| \$58,357.29 Federal | 9952-909019-9511 Constr. Reserve Fiber Optic Design | |
| 14,589.32 MVR | " " | |
| <u>\$72,946.61</u> | ----- | 9950-904076-9512-3 Design & Study Traffic Signals Citywide |

This transfer will cover the deficit and fund the costs associated with Task No. 21, Project No. 1161, On-Call Construction Management Services.

(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

04/30/2014

Department of Transportation - cont'd

| <u>Consultant</u> | <u>Task No.</u> | <u>Amount</u> |
|------------------------------------|-----------------|---------------|
| 5. RUMMEL, KLEPPER & KAHL, LLC. | 17 | \$120,475.92 |

9950-904208-9514-900010-705032

This authorization provides for civil engineering services in accordance with TR 10301, Charles Street Reconstruction from 25th Street to University Parkway. The services include, but are not limited to addressing requests for information, attending meetings, maintaining and updating the project websites, review shop drawings, and conducting site visits.

APPROVED FOR FUNDS BY FINANCE

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

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
66 - 67
to the low bidder meeting specifications,
reject bids, or rescind awards on those as indicated
for the reasons stated.

AGENDA

BOARD OF ESTIMATES

04/30/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- | | | | |
|----|--|--------------------------------|----------------|
| 1. | B50003414, Automotive Starters and Alternators | The Best Battery Company, Inc. | \$1,600,000.00 |
|----|--|--------------------------------|----------------|

(Department of General Services, Fleet Management)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|-------------------------------------|----------------------------------|--------------|
| 2. | B50003256, Various Medical Supplies | Midwest Medical Supply, Co., LLC | \$ 63,018.00 |
|----|-------------------------------------|----------------------------------|--------------|

(Health Department)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|--|---------------|
| 3. | B50003473, Recycling of Milled Asphalt | Key Recycling, LLC Patuxent Materials, Inc. | \$ 100,000.00 |
|----|--|--|---------------|

(Department of Transportation)

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/30/2014

Department of Transportation - Rescission of Award,
and Rejection of Bids

ACTION REQUESTED OF B/E:

The Board is requested to approve the rescission of the award of TR-11320, Greyhound Intermodal Terminal to Roy Kirby and Sons, Inc., and the rejection of all bids.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 26, 2013, the Board opened four bids for TR-11320, Greyhound Intermodal Terminal. The bid prices ranged from a low of \$6,605,012.00 to a high of \$7,398,000.00.

On April 02, 2014, the Board awarded contract TR-11320 to Roy Kirby & Sons, Inc. in the amount of \$6,605,012.00.

Post award, the Maryland Department of Transportation (MDOT), Office of MBE determined that the Disadvantaged Business Enterprises (DBE) requirements had not been met by Roy Kirby & Sons, Inc. MDOT based its determination on the fact that the DBEs identified by a bidder must be certified, based on the applicable North American Industry Classification System (NAICS) Codes, to perform all of the services enumerated in the engineering analysis of the bidder's clarified scope of work for their DBE participants. There are hundreds of different NAICS Codes with various components of work that overlap, but DBE firms need to be certified in the most specific NAICS Code(s) applicable to the products and services they provide.

Post award, MDOT advised the Baltimore City Department of Transportation that the DBE participants submitted by Roy Kirby & Sons, Inc. were not certified to perform the services required by the project. In accordance with MDOT's determination, the Baltimore City Department of Transportation recommends the Board to rescind the award to Roy Kirby & Sons, Inc. reject all bids, and re-advertising the contract for bids. With the Board's approval, the Baltimore City Department of Transportation will initiate the process within the next seven calendar days.

AGENDA

BOARD OF ESTIMATES

04/30/2014

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|--|--------------------|---------------|
| <u>Department of Recreation & Parks</u> | | | |
| 1. Kenn L. King | 108 th Annual Conf. of the Government Finance Officers Assoc. Minneapolis, MN May 18 - 21, 2014 (Reg. Fee \$425.00) | General Funds | \$1,535.00 |

The airfare for the amount of \$474.00 was purchased using a City-issued credit card assigned to Ms. Carolyn Mark, and the registration was paid using EA000138466. Therefore, the disbursement amount to Mr. King will be \$636.00.

Police Department

| | | | |
|---------------|--|--|---------|
| 2. Randy Pope | ATF Homemade Explosives (Identification, Process, Disposal) Course Huntsville, AL July 14 - 18, 2014 | | \$ 0.00 |
|---------------|--|--|---------|

No costs are incurred by the Police Department as the Bureau of Alcohol, Tobacco and Firearms provides transportation, housing, meals, and training.

| | | | |
|----------------------|---|--|------------|
| 3. Stephane Robinson | 2014 Force Science Certification Course Alexandria, VA April 28 - May 2, 2014 (Reg. Fee \$1,500.00) | | \$1,500.00 |
|----------------------|---|--|------------|

The representative will use his personal vehicle for travel related expenses.

AGENDA

BOARD OF ESTIMATES

04/30/2014

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|------------------------------|---|--------------------|---------------|
| <u>Police Dept. - cont'd</u> | | | |
| 4. Arnold L. Pittman | Network Intrusion Response Program Hoover, AL Aug. 10 - 29, 2014 | | \$ 0.00 |

The training is at no cost to the Police Department. The United States Secret Service will cover all expenses involved including travel and lodging.

| | | | |
|---|--|-----------------------------------|------------|
| 5. Jeronimo Rodriguez Martin A. Bartness | Operation Ceasefire and Comstat Chicago, IL May 6 - 8, 2014 | Asset Forfeit- ture Fund | \$1,628.00 |
|---|--|-----------------------------------|------------|

Enoch Pratt Free Library

| | | | |
|------------------|--|--|---------|
| 6. Ellen Riordan | American Library Assoc. Annual Conf. Las Vegas, NV June 25 - July 2, 2014 | | \$ 0.00 |
|------------------|--|--|---------|

The funding for the trip will be paid by training funds from the Enoch Pratt Free Library Trustee's budget.

Baltimore City Health Department

| | | | |
|---|--|------------------|------------|
| 7. Lewis Smith Orin Howard Byron Pugh | Confronting Family & Community Violence Washington, DC May 01 - 03, 2014 (Reg. Fee \$300.00 ea.) | General Funds | \$2,304.24 |
|---|--|------------------|------------|

The registration fee for each representative was paid using a City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. Therefore, the disbursement amount to Mr. Smith and Mr. Howard will be \$321.12 each. The disbursement to Mr. Pugh will be \$762.00.

AGENDA

BOARD OF ESTIMATES

04/30/2014

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|---|--------------------|---------------|
| <u>Baltimore City Health Department</u> | | | |
| 8. Jennifer Boekeloo | 2014 MD Emergency Management Assoc. Emergency Management & Homeland Security Conf. Ocean City, MD May 27 - 30, 2014 (Reg. Fee \$180.00) | Federal | \$ 858.83 |

The registration fee and a conference dinner were under EA0000139047. However, the cost of the conference dinner was defrayed from Ms. Boekeloo's subsistence allowance. Therefore, the disbursement amount to Ms. Boekeloo will be \$678.83.

| | | | |
|------------------------|---|--|---------|
| 9. Carolyn Nganga-Good | UCHAPS Membership Meeting May 4 - 7, 2014 Atlanta, GA | | \$ 0.00 |
|------------------------|---|--|---------|

All travel expenses are incurred by the Urban Coalition for HIV/AIDS Prevention Services (UCHAPS).

TRAVEL APPROVALS & REIMBURSEMENTS

Health Department

| | | |
|---------------------|--|------------|
| 10. Georgina Baez | | \$2,617.73 |
| 11. Cecelia Salazar | | \$2,609.98 |

On February 24, 2014 through February 28, 2014, Ms. Baez and Ms. Salazar traveled to Oklahoma City, OK to attend the Power Through Choices Training of Facilitators.

AGENDA

BOARD OF ESTIMATES

04/30/2014

TRAVEL APPROVALS & REIMBURSEMENTS

Health Dept. - cont'd

When the agency began to plan for this travel, the Board of Estimates was going to be in recess on February 19, 2014. It was determined that there was not enough time to request the required prior administrative approval needed to submit the request to the Board.

Since this is a mandatory training for grantees, it was decided that Ms. Baez and Ms. Salazar would attend at their own expense and request reimbursement when they returned. These travel approvals and reimbursements are late because the Department was waiting for all applicable documentation/receipts and administrative approval to submit the request to the Board. The registration fees for Ms. Baez and Ms. Salazar, in the amount of \$1,500.00 each, were paid on Expenditure Authorization No. EA000134920.

Ms. Baez incurred the expenses for the airfare, the taxi, hotel/hotel taxes, and meal expenses personally and therefore is seeking reimbursement for these expenses. Therefore, the total reimbursement amount to Ms. Baez will be \$1,117.73.

The reimbursement for Ms. Baez is as follows:

| | |
|--------------|--------------------------|
| Airfare | \$ 374.00 |
| Taxi | 60.00 |
| Hotel | 556.00 |
| Hotel Tax | 77.16 |
| Meals | 50.57 |
| Total | <u>\$1,117.73</u> |

The airfare for Ms. Salazar, in the amount of \$374.00, was prepaid on a City issued credit card assigned to Ms. Jacquelyn Duvall Harvey. Ms. Salazar incurred the expenses for the taxi, hotel/hotel taxes, and meal expenses personally and therefore is seeking reimbursement for these expenses. Therefore, the total reimbursement amount to Ms. Salazar will be \$735.98.

TRAVEL APPROVALS & REIMBURSEMENTS

Health Dept. - cont'd

The reimbursement for Ms. Salazar is as follows:

| | | |
|--------------|-----------|---------------|
| Taxi | \$ | 30.00 |
| Hotel | | 556.00 |
| Hotel Tax | | 77.16 |
| Meals | | <u>72.82</u> |
| Total | \$ | 735.98 |

AGENDA

BOARD OF ESTIMATES

04/30/2014

PROPOSAL AND SPECIFICATIONS

1. Department of Transportation - TR 11320R, Greyhound
Intermodal Terminal, 2110
Haines Street
BIDS TO BE RECV'D: 06/04/2014
BIDS TO BE OPENED: 06/04/2014

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED