

NOTICES :

1. On January 22, 2014, the Board of Estimates approved the Resolution on the Regulation of Board of Estimates Meetings and Protests, effective February 05, 2014. Pursuant to the Resolution:

a. 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.

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

c. A Procurement Lobbyist, as defined by Part II, Sec. 8-8 (c) of The City Ethics Code must register with the Board of Ethics as a Procurement Lobbyist in accordance with Section 8-12 of The City Ethics Code.

The full text of the Resolution is posted in the Department of Legislative Reference, the President of the Board's web site, (http://www.baltimorecitycouncil.com/boe_agenda.htm) and the Secretary to the Board's web site (<http://www.comptroller.baltimorecity.gov/BOE.html>).

Submit Protests to:
Attn: Clerk,
Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

NOTICES - cont'd:

2.

**BOARD OF ESTIMATES' RECESS
AUGUST 6, 2014**

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on August 6, 2014.

The Board of Estimates will not receive or open bids on August 6, 2014. The Board of Estimates will reconvene on August 13, 2014.

BOARD OF ESTIMATES' AGENDA - JULY 23, 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:

American Tennis Courts, Inc.	\$ 1,500,000.00
Asplundh Tree Expert Co.	\$4,670,055,000.00
C & N Associates, LLC	\$ 639,000.00
Cole Roofing Company, Inc.	\$ 8,000,000.00
Colossal Contractors, Inc.	\$ 8,000,000.00
Incon, Inc.	\$ 1,500,000.00
LVI Environmental Services, Inc.	\$ 568,143,000.00
Mid-Atlantic Utilities, Inc.	\$ 8,000,000.00
Potts & Callahan, Inc.	\$ 113,175,000.00
Preload, Inc. (Work Capacity Rating Underwritten by Blanket Guarantee of \$81,431,000.00 from the Parent Corporation JCI Holdings, Inc.)	\$ 81,431,000.00
Skanska USA Civil Southeast, Inc.	\$ 161,037,000.00
Whiting-Turner Contracting Co.	\$5,085,261,000.00

BOARDS AND COMMISSIONS - cont'd

2. Prequalification of Architects and Engineers

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

Infrastructure Technologies, LLC	Engineer
Moffatt & Nichol	Engineer
RJM Engineering, Inc.	Engineer

EXTRA WORK ORDERS

* * * * *

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

4 - 5

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

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, \$0.00 - TR 13002, Reconstruction of Footways Citywide			
	\$884,270.00 -	Santos Construc-	90	-
		tion Co., Inc.	days	

This authorization is necessary due to adverse weather conditions like snow, rain, and frozen ground during the period of December 1, 2013 through April 15, 2014. The existing contract completion date is August 2, 2014 and after 90 days allotted extension, the new completion date will be November 2, 2014.

2.	EWO #001, \$0.00 - TR 13012, Baltimore Blue Neighborhoods and Alley Project			
	\$677,000.00 -	M. Luis Construc-	60	-
		tion Co., Inc.	days	

The existing contract completion date is July 1, 2014 and after 60 days allotted extension, the new completion date will be August 30, 2014.

3.	EWO #002, (\$1,542.36) - TR 12016, Utility Locating Test Holes for Engineering Projects			
	\$461,400.00 \$ 15.00	Accumark, Inc.	-	-
4.	EWO #006, (\$101,004.90) - TR 99344R, Cleaning, Painting, and Minor Repairs of Howard St. Bridge over I-83 and AMTRAK			
	\$18,000.00 \$35,310.70	Megaco, Inc.	-	100

This authorization is necessary for payments of overrun items, deductions of amounts not paid due to underrun or not used items, and to balance out the contract.

AGENDA

BOARD OF ESTIMATES

07/23/2014

EXTRA WORK ORDERS

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

Department of General Services

5.	<u>EWO #001, \$67,875.00 - GS 13802, West Street Garage Repairs</u>		
	\$358,171.00	-	Mid-Atlantic - 99
			General Contractors, Inc.

Bureau of Water & Waste Water

6.	<u>EWO #022, \$23,922.00 - SC 8526, Sludge Digester Facilities</u>		
	<u>at the Back River Wastewater Treatment Plant</u>		
	\$38,667,000.00	\$331,529.88	Ulliman Schutte 30 -
			Construction, LLC CCD

The existing contract completion date is July 25, 2014. The new contract completion date will be August 24, 2014.

AGENDA

BOARD OF ESTIMATES

07/23/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Judith K. Rosenthal	1807 E. Biddle St.	G/R \$42.00	\$ 350.00
2. Caplan Family Foundation, Inc.	918 N. Castle St.	G/R \$30.00	\$ 250.00
3. Caplan Family Foundation, Inc.	922 N. Castle St.	G/R \$30.00	\$ 250.00
4. Caplan Family Foundation, Inc.	924 N. Castle St.	G/R \$30.00	\$ 250.00
5. Cav Commercial, LLC	963 N. Collington Ave.	G/R \$84.00	\$ 770.00
6. Mid-Atlantic Funding, Inc.	2006 E. Eager St.	Sub.-G/R \$120.00	\$ 1,000.00
7. Emil Development Corporation	2012 E. Eager St.	Sub.-G/R \$120.00	\$ 1,000.00
8. Theo C. Rodgers, Personal Rep. of the Estate of William L. Adams	2011 E. Eager St.	G/R \$36.00	\$ 300.00
9. Theo C. Rodgers, Personal Rep. of the Estate of William L. Adams	2015 E. Eager St.	G/R \$36.00	\$ 300.00

AGENDA

BOARD OF ESTIMATES

07/23/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
10. SHEMAR, LLC	953 N. Washington St.	G/R \$36.00	\$ 300.00
11. Carolyn Class	955 N. Washington St.	G/R \$36.00	\$ 330.00
12. Ilene R. Perlow	961 N. Washington St.	G/R \$39.00	\$ 325.00

Funds are available in account no. 9910-906409-9588-900000-704040, EBDI Phase II Project.

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

DHCD - Condemnations

13. Chesapeake Life Insurance Co.	2201 Ashland Ave.	G/R \$38.50	\$ 257.00
14. Charles Gross	929 N. Castle St.	G/R \$30.00	\$ 200.00
15. Boris Schwartzman, Personal Rep. of the Estate of Marion Schwartzman	1701 Ellsworth St.	G/R \$75.00	\$ 625.00

AGENDA

BOARD OF ESTIMATES

07/23/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - cont'd</u>			
16. Ida C. Kane, Personal Rep. of the Estate of William H. Kane	1117 N. Gay St.	G/R \$90.00	\$ 600.00

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.

17. Ronald & Marilyn Carr	1808 E. Chase St.	G/R \$40.00	\$ 266.67
18. Ronald & Marilyn Carr	1810 E. Chase St.	G/R \$40.00	\$ 266.67
19. Ronald & Marilyn Carr	1812 E. Chase St.	G/R \$40.00	\$ 266.67

Funds are available in account no. 9910-906409-9588-900000-704040, EBDI Phase II Project.

Law Department - Settlement

20. Olalekan Oketuji (Prior Owner)	2784 Tivoly Ave.	L/H	\$9,000.00
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On October 9, 2013, the Board approved the acquisition by condemnation of the leasehold interest of the property 2784 Tivoly Ave. in the fair market value of \$31,000.00 (based upon an independent appraisal report). The owner produced an appraisal report indicating that the property was worth \$60,000.00. The parties have agreed to settle the condemnation case for a total of \$40,000.00. Therefore, the Board is requested to approve an additional \$9,000.00 for payment of the settlement.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 12** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 25, and July 2, 2014.

TRANSFERS OF FUNDS

* * * * *

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

11 - 13

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Department of General Services (DGS)		
1. \$ 80,000.00	9916-904845-9194	9916-904960-9197
General Funds	Capital Construc. & Maintenance - Reserve	4 S. Frederick St. Renovations - Active

This transfer will provide funds to the DGS for the interior renovations at the Brokerage Annex and all associated in-house costs. These renovations will include installation of new subflooring, VCT and carpet tiles, demolition, and construction on the 2nd, 3rd, and 4th floors.

The DGS took possession of this location from the Department of Housing and Community Development in 2011. After investigating complaints of a spongy floor, it was determined that the subflooring was too thin and not adequate for the use of office space. This new subflooring will cure this potential safety issue. Once the new subflooring is finished, new carpeting and cove base can be installed. Upon completion, this will allow for new occupancy for various City agencies.

2. \$1,050,000.00	9916-924006-9194	9916-916016-9197
6 th Public Bldg.	Sarah's Hope Shelter Renova- tions- Reserve	Sarah's Hope Shelter Renovations - Active

This transfer will provide funds to the DGS for the rehabilitation and site improvements at Sarah's Hope Shelter and all associated in-house costs. The improvements will include the installation of a new roof, removal of underground tanks, and other site-specific improvements.

This project is in line with the Mayor's 10-year plan to end homelessness. Sarah's Hope Shelter is a City-funded homeless shelter for women and children. St. Vincent de Paul of Baltimore has been operating Sarah's Hope since 2008. Sarah's Hope provides

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
DGS - cont'd		
<p>24-hour emergency shelter, case management, and other support services for homeless women and children in the Sandtown-Winchester area. Emergency sheltering for homeless families with children is woefully lacking in the City of Baltimore. The current census at Sarah's Hope is only 75 women and children due to space constraints at the site. With the extensive renovation to the building, the shelter will be able to expand and accommodate up to 150.</p>		

Department of Housing and Community Development

3. \$2,800,000.00	9910-923019-9587	
General Funds	Baltimore Homeowner	
	Incentive	
490,000.00	" "	
<u>31st CD Bonds</u>		
\$3,290,000.00		
\$2,200,000.00	-----	9910-907109-9588
		Booster Program V2V
425,000.00	-----	9910-906011-9588
		Employees Home-
		buying Assist
175,000.00	-----	9910-905290-9588
		Live Near Your Work
		Program
115,000.00	-----	9910-905290-9588
		Live Near Your Work
		Program (31 st CD
		Bonds)
<u>375,000.00</u>	-----	9910-910017-9588
\$3,290,000.00		Buy Into Baltimore
		Program (31 st CD
		Bonds)

This transfer will provide funds for Baltimore Housing's Homeownership Incentive Programs for Fiscal Year 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayoralty Related/Department of Planning</u>		
4. \$100,000.00	9904-927013-9129	9904-929013-9127
5 th Econ.	MD Science Center	MD Science Center -
Dev. Loan	Elevators - Reserve	Elevators

This transfer will provide funds to the Maryland Science Center at 601 Light Street, for elevator modernization and code upgrades. The elevators are at the end of their usable lives and must be restored in order to comply with current code requirements. Current visitors experience frequent elevator shutdowns and are inconvenienced by these shutdowns. This project will also enable the Science Center to make a number of code upgrades to improve physical accessibility for those with mobility problems, as well as provide up-to-date safety features for visitors.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Housing and - Community Block Grant Agreements
Community Development

ACTION REQUESTED OF B/E:

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

1. **MARYLAND NEW DIRECTIONS, INC.** **\$ 51,620.00**

Account: 2089-208915-5930-429934-603051

Maryland New Directions, Inc. will provide career counseling, job training and placement and outreach services to low and moderate-income persons, aged 21 and over who are in life and career transitions. The organization will prepare clients for employment, assist in job training and placement in jobs that provide a living wage and future promotion opportunity, and provide one-year of post-employment support. Under the terms of this Agreement, the funds will be used to subsidize the organization's operating expenses. The period of the agreement is July 1, 2014 through June 30, 2015.

FOR FY 2015, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$27,150.00, AS FOLLOWS:

MBE: \$ 7,330.50

WBE: \$ 2,715.00

2. **EMPIRE HOMES OF MARYLAND, INC.** **\$ 76,950.00**

Account: 2089-208915-5930-434561-603051

Under the terms of this Agreement, the funds will be used to support activity delivery costs associated with acquiring, rehabilitating, and leasing properties as low

AGENDA

BOARD OF ESTIMATES

07/23/2014

DHCD - cont'd

and moderate-income rental housing, particularly for non-elderly disabled persons. The period of the agreement is July 1, 2014 through June 30, 2015.

MWBOO GRANTED A WAIVER.

- 3. **BON SECOURS OF MARYLAND FOUNDATION, INC.** **\$180,000.00**

Account:	2089-208914-5930-530403-603051	\$120,600.00
	2089-208914-5930-530434-603051	\$ 59,400.00

Bon Secours of Maryland Foundation, Inc. will implement a Clean and Green Program to administer a community greening strategy by converting blighted vacant lots in low and moderate-income areas of Southwest Baltimore into green open spaces and side yards. The program will provide employment training to area residents to develop the necessary job skills in order to become gainfully employed in the "green" industry. Participants will receive classroom instruction and on-site training. The organization will work with the Power in Dirt Coordinator for Southwest Baltimore to select and access publicly-owned lots and will engage the Community Law Center to gain access to privately-owned lots using the Self-Help Nuisance Abatement Process. The period of the Agreement is January 1, 2014 through December 31, 2014.

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

DHCD - cont'd

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

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Parking Authority - Eighth Amendment to Agreement for
of Baltimore City Pay-and-Display Parking Stations

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Eighth Amendment to Agreement for Pay-and-Display Parking Stations with CALE America, Inc.

AMOUNT OF MONEY AND SOURCE:

\$232,500.00 - 2075-000000-5800-408700-606003

BACKGROUND/EXPLANATION:

This amendment will authorize the purchase and installation of 30 multi-space EZ Park Parking Meters. On July 19, 2006, the Board approved the original agreement authorizing the purchase of 375 multi-space EZ Park Parking Meters. The agreement has been amended seven times previously with the approval of the Board Estimates, to increase the number of meters that may be purchased. On October 17, 2007, agreement was amended to purchase 120 meters (495 total); on July 30, 2008 to purchase 200 meters (695 total); on April 08, 2009 to purchase 25 meters (720 total); on August 25, 2010 to purchase 75 meters (795 total); on April 25, 2012 to purchase 75 meters (870 total), and on October 03, 2012 to purchase 30 meters (900 total).

An amendment approved by the Board of Estimates on February 17, 2010 allowed for upgrading the method of credit card processing at selected meters. The agreement was assigned by CALE Parking Systems USA Inc. to CALE America, Inc. with approval from the Board of Estimates, on February 15, 2012. This eighth amendment will authorize the purchase of 30 additional meters.

MBE: Pioneer Contracting Co., Inc.	\$92,000.00	39%
WBE: Edie Brown & Associates, Inc.	completed*	9%

*Per the contracting agency, the services of the WBE (public relations and marketing) has already been completed during the early phase of the contract and are no longer required.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Parking Authority of Baltimore City - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE

APPROVED FOR FUNDS BY FINANCE

(The Eighth Amendment to Agreement for Pay-and-Display Parking Stations has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/23/2014

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Expense Statement for Ms. Shanikka Torrence for the month of December 2013.

AMOUNT OF MONEY AND SOURCE:

\$193.66 - 1001-000000-3100-295900-604003

BACKGROUND/EXPLANATION:

Ms. Torrence submitted her Expense Statement within the required time frame. However, the Expense Statement was misplaced and therefore, not processed in a timely manner. Due to several vacancies in the Administration of the Bureau of School Health (BSH), the process for ensuring that expense statements were submitted timely was not followed. The BSH has instituted measures to ensure that expense statements are processed timely.

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.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Health Department - Notices of Grant Award

The Board is requested to approve acceptance of the Notices of Grant Award (NGA) from the Corporation for National and Community Service (CNCS).

The purpose of the NGA from the CNCS is to assist the Department in carrying out a national service program as authorized by the Domestic Volunteer Service Act of 1973, as amended (42 U.S.C., Chapter 22).

- 1. **RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP) \$ 95,736.00**

Account: 4000-423415-3110-569000-404001

The RSVP has been funded since 1982 by the Federal government to manage a volunteer program which serves seniors and retirees throughout Baltimore City.

- 2. **SENIOR COMPANION PROGRAM (SCP) \$296,031.00**

Account: 4000-423415-3110-306500-404001

The Department's SCP contracts with various City agencies to employ low-income persons 55 years of age and over who make a difference by providing assistance and friendship to adults who have difficulty with daily living tasks, such as shopping or paying bills. The Senior Companions help these adults remain independent in their homes instead of having to move to more costly institutional care.

The period of the NGA is July 1, 2014 through June 30, 2015.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Health Department - Agreements

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

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

- | | | | |
|----|--|-----------|-------------|
| 1. | GOOD SAMARITAN NURSING CENTER, INC. | \$ | 0.00 |
| 2. | HAVEN NURSING HOME, INC. d/b/a ARLINGTON
WEST NURSING AND REHABILITATION CENTER | \$ | 0.00 |
| 3. | FIRST CORINTHIANS BAPTIST CHURCH OF
BALTIMORE, MARYLAND, INC. | \$ | 0.00 |

The above-listed organizations will serve as Volunteer Stations for the RSVP. The Baltimore City Health Department's RSVP was awarded funds to pay administrative staff to arrange volunteer work with other non-profit, private agencies and organizations where services are performed by persons 55 years of age and over. The period of the Agreement is July 1, 2014 through June 30, 2015.

- | | | | |
|----|-----------------------------------|-----------|-------------|
| 4. | STEVENSON UNIVERSITY, INC. | \$ | 0.00 |
|----|-----------------------------------|-----------|-------------|

Stevenson University, Inc. will assign students in the Registered Nurse and Family Nurse Practitioner Programs to the Health Department for on the job field experience in clinical rotations. Nursing students will be supervised by a registered nurse and/or physician or nurse practitioner preceptor. Stevenson University will provide a course description prior to rotation. The period the Agreement is January 1, 2014 through December 31, 2019.

The Agreement is late because the Department was waiting for signatures.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Health Department - cont'd

5. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$74,802.00**
(UMB)

Account: 4000-423115-3150-295905-603051

The UMB's Center for Health and Homeland Security will assist with further developing the Health Department's public health emergency plans for Strategic National Stockpile and Emergency Medical Countermeasure dispensing as well as other preparedness and response initiatives under the guidance of the Health Department's Office of Public Preparedness and Response Director and Deputy Director. The period of the Agreement is July 1, 2014 through June 30, 2015.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

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

PERSONNEL MATTERS

* * * * *

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

24 - 38

All of the Personnel matters have been approved
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved
by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of General Services</u>		
1. SHAQUITA GAUSE	\$27.37	\$52,003.00

Account: 1001-000000-1982-194700-601009

Ms. Gause will work as a Contract Services Specialist I (Construction Project Manager). Her duties will include, but are not limited to overseeing scheduling, inspection and administration and completion of major construction projects. In addition, she will be responsible for consulting with technical staff, consultants, contractors and other City agencies for completion of major construction for buildings; reviewing and evaluating construction schedules; analyzing and handling potential delays and claims, and recommending appropriate actions. She will schedule and conduct pre-construction and progress meetings; assist in coordinating and processing of payments to contractors and recommend solutions to problems arising during construction. The period of the Agreement is effective upon Board approval for one year.

Department of Public Works

2. TERRANCE BROWN	\$15.74	\$30,000.00
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Account: 2071-000000-5471-609400-601009

Mr. Brown will continue to work as a Contract Services Specialist II (Customer Support and Services Correspondent). His duties will include, but are not limited to the investigating and resolving a variety of customer complaints, pursuant to Baltimore City law and procedures. He will also work with account specialists to determine final action to be taken regarding accounts, and communicating findings to customer; investigating and resolving billing inquiries and communicating results to the Chief of Staff; investigating account information and preparing case histories and drafting written reports on complex issues for other Billing Service Group. The period of the Agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Department of Public Works

3. Reclassify Position No. 1901-23183

From: Word Processing Operator III
Job Code: 33258
Grade: 078 (\$29,378.00 - \$33,879.00)

To: Administrative Analyst I
Job Code: 31311
Grade: 087 (\$39,308.00 - \$47,415.00)

Costs: \$12,862.00 - 1001-000000-1901-190700-601001

Law Department

	<u>Hourly Rate</u>	<u>Amount</u>
4. HERSH STEIN	\$33.00	\$39,600.00

Account: 1001-000000-5824-408970-601009

Mr. Stein, retiree, will continue to work as a Contract Service Specialist I (Special Assistant City Solicitor). His duties will include, but will not be limited to reviewing title reports in connection with the City's acquisition of interests in real property, searching land records and other public records to obtain title information, and rendering legal advice to the City agencies concerning acquisition of real property interests and issues of Real Property Law. He will review and approve options, contracts of sale, deeds, and easements for legal sufficiency, represent the City at settlements of real property acquisitions, review and approve settlement sheets, fees and other charges of title companies, and process post settlement procedures established by the Law Department and City agencies. The period of the agreement is August 25, 2014 through August 24, 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office of Criminal Justice</u>		
5. LINDA WRIGHT FAIR	\$25.00	\$26,000.00

Account: 4000-475315-2252-690500-601009

Ms. Fair will continue to work as a Contract Services Specialist II (Juvenile Diversion Assessor). She will be responsible for reviewing juvenile charging documents to confirm youth eligibility for the program; inputting client's data into the database; providing referral information to the family and juvenile; maintaining and updating referral resources database, and composing monthly reports on clients. The period of the agreement is July 24, 2014 through July 23, 2015.

Department of Recreation and Parks

6. BRIANNA ALLISON	\$27.00	\$ 2,160.00
7. KAREN OWCZARZAK	\$27.00	\$ 2,160.00
8. GINA DONEY	\$27.00	\$ 2,160.00

Account: 5000-570014-5051-385300-601009

Ms. Allison, Ms. Owczarzak, and Ms. Doney will work as Contract Services Specialists IIs (Lead Teachers). Their duties will include, but are not limited to developing Student Restoring Urban Streams (SRUS) environmental literacy module based on the core lessons, topics, and framework provided by SRUS education partners. They will also provide ongoing professional development and training opportunities to select teachers in the Baltimore City Public School System who would like to establish tree planting programs as part of student service-learning opportunities. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>State's Attorney's Office</u>		
9. YOLANDA V. ROBINSON	\$26.93	\$47,375.00
10. MICHAEL A. TOWNSEND	\$26.93	\$47,375.00

Account: 1001-000000-1150-118000-601009

Ms. Robinson and Mr. Townsend, retirees, will each continue to work as Contract Service Specialist Is (Investigators). They will assist the Assistant State's Attorneys in the movement of cases, input charges, and finalize the charging documents. They will also find open warrants and communicate with Public Safety staff and members of the Baltimore City Police Department. The contracts have a 2% increase in the hourly rate from the previous contract period. The period of the agreement is August 15, 2014 through August 14, 2015.

11. ROBERT W. BITTINGER	\$32.22	\$56,734.00
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Mr. Bittinger, retiree, will continue to work as a Contract Services Specialist I (Investigator). He will order the analysis of drugs, obtain lab reports, ascertain the correct names and/or dates of birth of juveniles being prosecuted in Juvenile Court, locate witnesses, and interview victims and witnesses. This contract has a 2% increase in the hourly rate from the previous contract period. The period of the agreement is August 15, 2014 through August 14, 2015.

12. DONALD E. STEINHICE	\$32.22	\$56,734.00
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Mr. Steinhice, retiree, will continue to work as a Contract Services Specialist I (Investigator). He will handle investigations of cases involving sexual assault on both adults and children, review charging documents and statements of charges, interview and locate witnesses, perform record checks, and appear before the grand jury. This contract has a 2% increase in the hourly rate from the previous contract period. The period of the agreement is August 15, 2014 through August 14, 2015.

Account: 1001-000000-1150-118000-601009

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Hourly Rate

Amount

State's Attorney Office - cont'd

13. **DAVID ROLLE** \$32.22 \$56,734.00

Mr. Rolle, retiree, will continue to work as a Contract Services Specialist I (Investigator). He will review statements of charges, search and seizure information and documents from financial institutions, insurance companies, and other relevant companies. This contract has a 2% increase in the hourly rate from the previous contract period. The period of the agreement is August 15, 2014 through August 14, 2015.

14. **WILLIAM E. COLE** \$32.22 \$56,734.00

Mr. Cole, retiree, will continue to work as a Contract Services Specialist I (Investigator). He will investigate homicide cases, locate and interview witnesses, and act as a liaison with police agencies. This contract has a 2% increase in the hourly rate from the previous contract period. The period of the agreement is August 15, 2014 through August 14, 2015.

15. **CYNTHIA M. WEESE** \$32.22 \$56,734.00

Ms. Weese, retiree, will continue to work as a Contract Specialist I (Investigator). She will handle investigations of cases involving physical abuse of children and domestic violence cases where other family members have been physically abused during the same incident. Ms. Weese will also review arrests and all corresponding documents from criminal justice agencies and interview witnesses and other individuals involved with the cases. This contract has a 2% increase in the hourly rate from the previous contract period. The period of the agreement is August 15, 2014 through August 14, 2015.

Account: 1001-000000-1150-118000-601009

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Hourly Rate

Amount

Police Department

16. **ERNESTINE RUFFIN** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Ruffin, retiree, will continue to work as a Contract Services Specialist I for the Human Resources Section - Applicant Investigation Unit. She will be responsible for conducting pre-employment investigation for police officer applicants and civilian applicants and conducting local, state, and national records and warrants checks. In addition, Ms. Ruffin will investigate references, conduct neighborhood canvasses, interview applicants, gather all vital documents, and summarize into pre-employment files. The period of the agreement is August 28, 2014 through August 27, 2015.

17. **GARCIA GILMORE** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Gilmore, retiree, will continue to work as a Contract Services Specialist I for the Human Resources Section. He will be responsible for conducting pre-employment investigation for police officer applicants and civilian applicants and conducting local, state, and national records and warrants checks. Mr. Gilmore will also investigate references, conduct neighborhood canvasses, interview applicants, gather all vital documents, and summarize into pre-employment files. The period of the agreement is August 28, 2014 through August 27, 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u>		
18. DAVID M. WERNER	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Werner, retiree, will continue to work as a Contract Services Specialist I for the Records Management Section. He will be responsible for reviewing original National Crime Information Center (NCIC) entries, police reports, and supporting documentation. In addition, Mr. Werner will access local, state, and federal databases for additional information, update records on the NCIC, and prepare supplemental reports. The period of the agreement is August 28, 2014 through August 27, 2015.

19. SHEILA T. PETERS	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Peters, retiree, will continue to work as a Contract Services Specialist I for the Records Management Section. She will be responsible for reviewing original National Crime Information Center (NCIC) entries, police reports, and supporting documentation. In addition, Ms. Peters will access local, state, and federal databases for additional information, update records on the NCIC, and prepare supplemental reports. The period of the agreement is August 28, 2014 through August 27, 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Dept. - cont'd</u>		
20. NANCY P. BYERS	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Byers, retiree, will continue to work as a Contract Services Specialist I for the Communications Information Retrieval Unit. She will be responsible for audio reproduction of recordings of 911 and 311 calls from the public, police radio dispatchers, and other recorded calls. Ms. Byers will reproduce calls that require research in the computer-aided dispatch system and the recording system. In addition, she will search for individual audio files, placing them in the order of occurrence, and produce a CD or tape. The period of the agreement is August 28, 2014 through August 27, 2015.

21. DOUGLAS W. KERR	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Kerr, retiree, will continue to work as a Contract Services Specialist I for the Property Section - Inventory Control Unit. He will be responsible for inventory and accountability of all Department equipment and assist all other units in the Property Section, as needed. In addition, Mr. Kerr will identify and label all non-expendable property and enter it into the Consolidated Management Receipt database. The period of the agreement is August 28, 2014 through August 27, 2015.

22. KATHY L. KLINE	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Kline, retiree, will continue to work as a Contract Services Specialist I for the Internal Affairs Division.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Police Department - cont'd

Hourly Rate

Amount

She will be responsible for handling the initial intake of complaints from citizens/members of the agency and ensuring proper notifications are made through channels and forwarded to supervisors for assignment to an Internal Affairs Division investigator. In addition, Ms. Kline will conduct preliminary investigations of complaints from City Hall and the Police Commissioner's Office. The period of the agreement is August 28, 2014 through August 27, 2015.

23. **ALBERT M. DIGGS** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Diggs, retiree, will continue to work as a Contract Services Specialist I for the Overtime and Secondary Employment Unit. He will be responsible for coordinating, scheduling, oversight, and billing associated with permanent sites and events, and maintaining and administering the record of members in violation of their respective responsibilities. The period of the agreement is August 28, 2014 through August 27, 2015.

24. **JOSEPH B. JOHNSON** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Johnson, retiree, will continue to work as a Contract Services Specialist I for the Finance Section - Overtime Unit. He will be responsible for coordinating, scheduling, oversight, and billing associated with permanent sites and events. In addition, Mr. Johnson will be responsible for accounting operations to include the preparation of all invoices and billing to secure accurate and timely reimbursement of expenditures and costs. The period of the agreement is August 28, 2014 through August 27, 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Police Department - cont'd

These are the same salaries as in the previous contract period.

ON JANUARY 3, 1996, THE BOARD OF ESTIMATES APPROVED A WAIVER OF THE ADMINISTRATIVE MANUAL POLICY 212-1. THIS WAIVER ALLOWED THE BALTIMORE POLICE DEPARTMENT TO HIRE RETIRED POLICE OFFICERS ON A CONTRACTUAL BASIS.

25. Reclassify the following positions:

FROM: 90000 - New Position
Grade: 900 (\$1.00 - \$204,000.00)
Position No.: 50427

TO: 41133 - Police Lieutenant EID
Grade: 759 (\$71,053.00 - \$93,223.00)

FROM: 90000 - New Position
Grade: 900 (\$1.00 - \$204,000.00)
Position Nos.: 50428 and 50429

TO: 41132 - Police Sergeant EID
Grade: 758 (\$62,635.00 - \$82,132.00)

FROM: 90000 - New Position
Grade: 900 (\$1.00 - \$204,000.00)
Position Nos.: 50430, 50431, 50432, 50433, 50434,
50435, 50436, and 50437

TO: 41221 - Police Officer EID
Grade: 799 (\$42,787.00 - \$71,580.00)

FROM: 90000 - New Position
Grade: 900 (\$1.00 - \$204,000.00)
Position Nos.: 50460, 50461, 50462, 50463, 50464,
50465, 50466, 50467, 50468, 50469, 50470, 50471,
50472, 50473, and 50474

TO: 34512 - Research Analyst II
Grade: 927 (\$59,600.00 - \$95,400.00)

Costs: There are no costs associated with these actions.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Police Department - cont'd

26. a. Abolish the following position:

33330 - Emergency Dispatcher
Grade: 087 (\$39,308.00 - \$47,515.00)
Job Nos.: 2003-19412

b. Create the following position:

83342 - Media Producer Director I
Grade: 090 (\$44,414.00 - \$53,980.00)
Job No.: To be assigned by BBMR

Costs: (\$8,786.40) 1001-000000-2041-196500-601001

These positions, (item nos. 25 and 26), are to be considered Positions of Trust, in accordance with the policy outlined in AM 237-1.

	<u>Hourly Rate</u>	<u>Amount</u>
27. BARBARA DARGAN	\$14.42	\$ 30,000.00

Account: 5000-596715-2013-212900-601009

Ms. Dargan, retiree, will continue to work as a Contract Services Specialist I (Data Entry Operator) for the Gun Violence Reduction Program. She will be responsible for utilizing a computer terminal to record a variety of complex and sensitive data from source documents into a database. Ms. Dargan will examine source documents for completeness and return documents to the originator for corrections or clarification. The period of the agreement is July 1, 2014 through June 30, 2015.

This is the same salary as in the previous contract period.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

28. **NAWSATH BEGUM ASHARAFF** \$14.42 **\$30,000.00**

Account: 5000-596515-2013-212900-601009

Mr. Asharaff will continue work as a Contract Specialist II (Data Entry Operator) for the Ex-Parte/Protective Order Entry and/Service Initiative. He will check information in the database, file and maintain personal information, check orders and information upon Court request, and perform telephone duties. The period of the agreement is effective upon Board approval through June 30, 2015.

29. **ELIZABETH GEISELMAN** \$14.42 **\$30,000.00**

Account: 5000-596715-2013-212900-601009

Ms. Geiselman, retiree, will work as a Contract Service Specialist I (Gun Trace Task Force Analyst). She will be responsible for analyzing new gun submissions for weapons violations; tracking convicted gun offenders; analyzing new Protective Orders/Expartes for weapons; analyzing ammunitions logs; creating timelines, organizational charts and maps for the purpose of enforcement and prosecution; creating, capturing and coordinating data for investigation purposes. The period of the agreement is August 1, 2014 through June 31, 2015.

ON JANUARY 3, 1996, THE BOARD OF ESTIMATES APPROVED A WAIVER OF THE ADMINISTRATIVE MANUAL POLICY 212-1. THIS WAIVER ALLOWED THE BALTIMORE POLICE DEPARTMENT TO HIRE RETIRED POLICE OFFICERS ON A CONTRACTUAL BASIS.

Office of Civil Rights & Wage Enforcement

30. **LILLIE LEWIS** \$ 8.00 **\$ 8,320.00**

Account: 1001-000000-1561-171501-601009

Ms. Lewis will work as a Contract Services Specialist II (Office Assistant I). Her duties will include, but are not limited to filing, answering the telephones, sorting mail, and covering the reception desk. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Office of the Comptroller - Communication Services

31.	GWENDOLYN HARDIN	\$14.63	\$22,822.80
32.	ANN JENKINS	\$14.63	\$22,822.80

Account: 2039-000000-1330-158400-601009

Ms. Hardin and Ms. Jenkins each will continue to work as a Telephone Operator I for the Municipal Telephone Exchange. Their duties will include but are not limited to operating a Centrex telephone console and computer terminal; answering incoming calls; making connections to complete incoming, outgoing, and extension to extension calls; reporting telephone equipment that is out of order; answering calls for assistance and help from City residents and routing such calls to the proper authorities, and maintaining confidentiality of phone calls between government and legal officials. The contracts have a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 25, 2014 through July 24, 2015.

Mayor's Office of Human Services

33. Reclassify the following Position:

From: 54411 - Motor Vehicle Driver I
Grade: 487 (\$30,014.00 - \$31,366.00)
Position No.: 1191-14918

To: 33212 - Office Assistant II
Grade: 075 (\$27,652.00 - \$31,432.00)

Cost: (\$5,830.00) - 1001-000000-1191-594700-601001

This position is to be considered a Position of Trust in accordance with AM 237-1.

AGENDA

BOARD OF ESTIMATES

07/23/2014

PERSONNEL

Fire Department

34. a. Reclassify Position No. 12659:

From: 41238 - Fire Captain
Grade: 342 (\$60,986.00 - \$75,222.00)

To: 41254 - Fire Captain Investigation &
Prevention Services
Grade: 342 (\$60,986.00 - \$75,222.00)

There are no costs associated with this action.

35. Reclassify Position No. 12755:

From: 41212 - Fire Lieutenant, Suppression
Grade: 338 (\$59,901.00 - \$73,090.00)

To: 41278 - Fire Lieutenant, ALS Suppression
Grade: 374 (\$61,639.00 - \$74,873.00)

Costs: \$2,817.00 - 1001-000000-2121-226400-601061

36. Reclassify Position No. 12833:

From: 41212 - Fire Lieutenant, Suppression
Grade: 338 (\$59,901.00 - \$73,090.00)

To: 41278 - Fire Lieutenant, ALS Suppression
Grade: 374 (\$61,639.00 - \$74,873.00)

Costs: \$2,817.00 - 1001-000000-2131-226400-601061

These positions are to be Positions of Trust, in accordance with AM 237-1.

PERSONNEL

Health Department

37. Create the following Position:

Job Code: 00089 - Operations Officer V
Grade: 936 (\$74,600.00 - \$119,300.00)
Position No. to be assigned by BBMR

Cost: \$74,600.00 - 4000-433514-3024-268400-601001

38. Create the following Position:

Job Code: 62216 - Community Health Nurse Supervisor II
Grade: 931 (\$68,200.00 - \$109,100.00)
Position No. to be assigned by BBMR

Cost: \$68,200.00 - 4000-425514-3110-306700-601001

These positions are to be Positions of Trust, in accordance with AM 237-1.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Adjustment Notice (GAN) from the Governor's Office of Crime Control and Prevention (GOCCP).

AMOUNT OF MONEY AND SOURCE:

\$11,470.00 - 4000-474614-2041-213300-600000

BACKGROUND/EXPLANATION:

On February 26, 2014, the Board authorized acceptance of the Grant Award for the "Warrant Service Expansion" project in the amount of \$25,000.00, for the period November 1, 2013 through February 28, 2014. On March 19, 2014, the Board approved a GAN to extend the period of the award through June 30, 2014.

The grant funds provide support to the Department for the service of warrants and/or any court order violation that involves domestic violence. The grant funds provide overtime for members of the Warrant Apprehension Task Force to conduct the initiative.

This GAN increases the award by \$11,470.00, making the total award \$36,470.00. All other terms and conditions of the grant remain unchanged.

This GAN is late because of delays in receipt of the award documents.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP).

AMOUNT OF MONEY AND SOURCE:

\$122,000.00 - 4000-475014-2024-212600-600000

BACKGROUND/EXPLANATION:

On May 14, 2014, the Board approved acceptance of a Letter of Intent from the GOCCP for the "DNA Backlog Outsourcing" grant for the period of May 1, 2014 through March 31, 2015.

The Grant Award will provide funding for the outsourcing of DNA analysis which will assist in reducing the backlog of DNA cases in the Baltimore City Police Department's Crime Laboratory.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is April 1, 2014 through March 31, 2015.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 4000-475215-2252-690500-600000

BACKGROUND/EXPLANATION:

The Department has received a "Supervised Visitation" grant from the GOCCP which is intended to provide overtime funding for police officers who oversee supervised visitations at the Supervised Visitation Center, a safe haven for children.

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

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$191,520.00 - 5000-596615-2013-688600-600000

BACKGROUND/EXPLANATION:

The Department has received a "Sex Offender Compliance and Enforcement" Grant Award from the GOCCP.

This Grant Award funds the "Sex Offender Compliance and Enforcement" program which monitors the compliance of local sex offenders who are mandated to register, and/or re-register with the Maryland Sex Offender Registry. This funding for the Department's Sex Offender Registry Unit will provide support staff to work in an overtime capacity. It also allows the Department to acquire essential equipment to prevent the future victimization of children.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is April 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - 4000-475115-2041-198500-600000

BACKGROUND/EXPLANATION:

The Department has received the "Law Enforcement Training Program" Grant Award from the GOCCP.

The "Law Enforcement Training Program" Grant Award will provide funding to the Department to hire a consultant to hold two training sessions on Characteristics of Armed Gunmen.

The goal of the "Law Enforcement Training Program" is to improve the Department's conviction rate of gun-related offenses, in order to help reduce firearms-related violence in the State of Maryland.

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

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Police Department - Grant Award Letter of Intent

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award Letter of Intent from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$65,000.00 - 5000-596715-2013-212900-600000

BACKGROUND/EXPLANATION:

The Department has received a Grant Award Letter of Intent from the GOCCP for the "2015 Gun Violence Reduction" grant.

The Department's Gun Violence Reduction Program assists in developing and implementing strategies specifically intended to decrease gun-related crimes in the State of Maryland.

This Grant Award will fund Data Entry Operator positions within the Crime Laboratory Firearms Unit and the Gun Trace Task Force. It will also fund overtime for the Gun Trace Task Force and equipment.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Solid Waste - Payment of Invoices

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay four past due invoices from Hertz Equipment Rental Corporation (Hertz) and ratify related services previously provided.

AMOUNT OF MONEY AND SOURCE:

	<u>Invoice No.</u>	<u>Invoice Date</u>	
\$ 7,035.40	26908261-007	12/18/13 - 01/17/14	Equip. Rental
5,579.80	26908261-008	01/17/14 - 02/16/14	Equip. Rental
524.94	73903721-001	02/07/14	Tire Repair
<u>521.20</u>	73903732-001	02/12/14	Tire Repair

\$13,661.34 - 1001-000000-5161-389800-603041

BACKGROUND/EXPLANATION:

On June 13, 2013, the Bureau of Purchases issued Release Number three under Master Blanket Purchase Order P507747 in the amount of \$43,764.00. The Purchase Order was issued for the rental of an articulated off road dump truck for use at the Quarantine Road Landfill for a period of six months. The period of the rental was June through November 2013.

However, the Bureau of Solid Waste, Landfill Management did not return the equipment to the vendor at the end of the six month rental period, and instead, continued to use the equipment for another two months. This resulted in rental invoices for the two additional months, December 2013 to January 2014, and January to February 2014. In addition, Hertz issued two invoices for repairs to the dump truck's tires that were required while it was in use at the landfill.

The Master Blank Purchase Order for rental of the equipment expired in November 2013, and the four outstanding invoices are for charges incurred after the Master Blank Purchase Order expired.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Solid Waste - cont'd

Subsequently, the Bureau of Solid Waste, Landfill Management did not have a mechanism to pay the outstanding invoices. Accordingly, the Board is requested to authorize payment to Hertz Equipment Rental Corporation in the amount of \$13,661.34. This is the total amount due Hertz for the rental of the articulated off road dump truck and repairs to the truck's tires.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Solid Waste - Polystyrene Recycling Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Polystyrene Recycling Agreement with Dart Care, LLC. The period of the agreement is effective upon Board approval for one year, with the option to renew for an additional one year period.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Under this agreement, City residents will be allowed to drop off polystyrene materials at the Northwest Citizens' Convenience Center and the Mechanical Street Sweeping Facility located at 2840 Sisson Street. Dart Care, LLC will then collect and haul away the polystyrene materials from the facility for recycling.

Dart Care, LLC will provide a container for the collection of the polystyrene materials. Dart Care, LLC, at its own cost and expense, at least twice monthly, and at times chosen by the City and agreeable to Dart Care, LLC will haul away the polystyrene materials from the facility. Dart Care, LLC must haul away polystyrene materials within 72 hours of written notice if the collected material exceeds the container's capacity. Dart Care, LLC will provide monthly reports to the City of the estimated amounts of polystyrene materials that have been collected from the facility and recycled by Dart Care, LLC.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

49 - 53

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

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation & Parks

1. RP 11864, Rita Church Community Center Gymnasium	Plano-Coudon	\$4,540,000.00	
MBE: Kim Engineering, Inc.		\$ 10,000.00	0.22%
Chevy Chase Contractors, Inc.		30,000.00	0.66%
Excell Concrete Services, LLC		375,000.00	8.25%
Metal Men, Inc.		309,000.00	6.80%
Superior Automatic Sprinkler Corp.		33,000.00	0.72%
A/C Power, Inc.		165,000.00	3.63%
Stokit Supply Company, LLC		305,000.00	6.71%
		<u>\$1,227,000.00</u>	<u>27.00%</u>
WBE: Finishes, Inc.		\$ 210,000.00	4.62%
Superior Panting & Contracting Company, Inc.		<u>21,000.00</u>	<u>0.46%</u>
		\$ 231,000.00	5.08%

MWBOO FOUND VENDOR IN COMPLIANCE

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,630,000.00	9938-901774-9475	
R&P 25 th Series	Reserve	
	Rec. & Parks	
1,540,931.06	9938-901774-9475	
State	Reserve	
	Clifton Park	
	Recreation Center	
1,500,000.00	9938-916022-9475	
Gen. Fund	Reserve	
	Community Center	
	Master Plan	
<u>\$4,670,931.06</u>		

AGENDA

BOARD OF ESTIMATES

07/23/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation & Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,170,931.06	-----	9938-904744-9474 Active Clifton Park Recreation Center
1,500,000.00	-----	9938-917022-9474 Active Community Center Master Plan
<u>\$4,670,931.06</u>		

This transfer will provide funds to cover costs associated with the award of Contract No. RP 11864, Rita Church Community Center Gymnasium to Plano-Coudon.

Bureau of Water & Wastewater

3. WC 1266, Mt. Vernon & Seton Hill Area Water Main Replacements

REJECTION - On June 11, 2014, the Board opened one bid for WC 1266. The design consultant, Dewberry has analyzed the bid and has recommended that since the single bid received is 31.27% higher than the engineer's estimate of \$7,682,184.00, the City should reject the bid. Therefore, the Board is requested to reject the lone bid for WC 1266. Permission to re-advertise will be requested at a later date.

AGENDA

BOARD OF ESTIMATES

07/23/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

4. SC 922R, Large Diameter Video Pipe Services, \$1,777,504.40
 Sewer Cleaning in the Inc.
 Low Level Sewershed

DBE/MBE: JJ Adams Fuel Oil Company	\$110,000.00	6.19%
Goel Services, Inc.	<u>97,000.00</u>	<u>5.46%</u>
	\$207,000.00	11.65%

DBE/WBE: Peer Consultants, Inc.	\$ 96,000.00	5.40%
R&R Contracting Utilities	10,000.00	0.56%
Tomar Trucking, Inc.	<u>275,000.00</u>	<u>15.47%</u>
	\$381,000.00	21.43%

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,316,742.54	9956-907611-9549	
Wastewater	Construction Reserve	
Revenue Bonds	Sewer System Rehab-	
	Low Level	
29,563.46	9956-933001-9549	
<u>Baltimore Co.</u>		
\$2,346,306.00		
\$ 177,750.00	-----	9956-918616-9551-2
		Extra Work
177,750.00	-----	9956-918616-9551-3
		Design
106,650.80	-----	9956-918616-9551-5
		Inspection
1,777,504.40	-----	9956-918616-9551-6
		Construction
<u>106,650.80</u>	-----	9956-918616-9551-9
\$2,346,306.00		Administrative

The funds are needed to award SC 912, SC 922R, Large Diameter Sewer Cleaning in the Low Level Sewershed.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

AGENDA

BOARD OF ESTIMATES

07/23/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

6. B50003524, Installation Services for Operable Wall Systems **REJECTION** - On July 02, 2014, the Board opened one bid for B50003524. The sole bidder was found non-responsive. Therefore, the Board is requested to reject the sole bid received and re-advertise.

7. B50003567, Crew Cab Five Ton Dump Truck Beltway International, \$1,160,920.00 LLC

(Dept. of General Services)

MWBOO GRANTED A WAIVER.

8. B50003574, GM Heavy Trucks-OEM Parts and Service Bob Bell Chevrolet/ Nissan, Inc. t/a Bob Bell Chevrolet \$ 166,375.00

(Dept. of General Services, Fleet Mgmt.)

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

07/23/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

9. B50003386, Armored Transport Services	Dunbar Armored d/b/a Dunbar Armored, Inc.	\$	41,255.59
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(Dept. of Finance)

MWBOO SET MBE AND WBE GOALS AT 0%

AGENDA

BOARD OF ESTIMATES

07/23/2014

Mayor's Office of Human Services (MOHS) - Continuum of Care
Program Agreements and
Agreement

The Board is requested to approve and authorize execution of the Continuum of Care Program Agreements and an Agreement.

CONTINUUM OF CARE AGREEMENTS

1. **ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)** **\$ 81,952.74**

Account: 4000-496214-3572-591404-603051

The ACC will provide housing assistance and support services to 12 individual adults. On March 12, 2014, the Board approved an advance to the organization in the amount of \$15,416.76. This award in the amount of \$81,952.74 makes the total contract amount \$97,369.50. The prior Contract No. was 35650. The new Contract No. is 36300. The period of the Continuum of Care Program Agreement is February 1, 2014 through January 31, 2015.

2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 45,918.47**

Account: 4000-496214-3572-591404-603051

The organization will provide housing assistance and support services to 15 families. On March 12, 2014, the Board approved an advance to the organization in the amount of \$8,638.03. This award in the amount of \$45,918.47 makes the total contract amount \$54,556.50. The prior Contract No. was 35660. The new Contract No. is 36336. The period of the Continuum of Care Program Agreement is March 1, 2014 through February 28, 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Water and Wastewater - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Patton Harris Rust & Associates, P.C., for Project WC 1199, Design of Ashburton Pumping Station. The period of the agreement is effective upon Board approval for 36 months, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,462,365.15 - Water Revenue Bonds
1,281,788.85 - Counties
\$2,744,154.00 - 9960-906918-9557-900020-702064

BACKGROUND/EXPLANATION:

The Consultant will provide engineering services for the design of the Ashburton Pumping Station Improvements recommended in the May 2011 Final Report, Study of Ashburton Pumping Station Improvements. The project will include design for improvements to major hydraulic, mechanical and electrical systems, provision of an emergency generator and rehabilitation of the architectural and structural facility of the pumping station. The Consultant was approved by the Office of Boards and Commissions and the Architectural Engineering Awards Commission.

MBE/WBE PARTICIPATION:

MBE:	Shah & Associates	\$ 819,862.00	29.87%
	C.C. Johnson & Malhotra	104,794.00	3.81%
	Savin Engineer, P.C.	<u>132,383.00</u>	<u>4.82%</u>
		\$1,057,039.00	38.50%

AGENDA

BOARD OF ESTIMATES

07/23/2014

BW&WW - cont'd

WBE:	Robert B. Balter Co.	\$ 136,603.00	4.97%
	C.L. Warfield & Assoc.	134,435.00	4.89%
	Ruxton Design Corp.	16,681.00	.60%
		<u>\$ 287,719.00</u>	<u>10.46%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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

(The 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>
\$1,378,000.00	9960-901929-9558	
Water Revenue	Constr. Reserve	
Bonds	Asburton PS Rehab.	
1,222,000.00	" "	
Counties		
230,690.77	9960-936001-9558	
Water Revenue	Constr. Res.	
Bonds	Unallocated	
188,045.83	" "	
Counties		
<u>\$3,018,736.60</u>		
\$2,744,306.00	-----	9960-906918-9557-3
		Engineer
274,430.60	-----	9960-906918-9557-9
<u>\$3,018,736.60</u>		Administrative

This transfer will provide funds to cover the cost of WC 1199, Design of Ashburton Pumping Station Improvements.

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Water and - Amendment No. 3 to Agreement
Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with Patton Harris Rust & Associates (PHRA), for Project 1138P, On-Call Environmental Engineering Services. The Amendment No. 3 extends the Agreement to January 12, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On January 12, 2011, the Board approved the original agreement in the amount of \$750,000.00 with an option to renew the agreement for two additional 1-year renewal terms. On December 19, 2012, the Board approved Amendment No. 1 in the amount of \$375,000.00 and extended the agreement for the period January 12, 2013 to January 2014. On November 27, 2013, the Board approved Amendment No. 2 to extend the agreement from January 12, 2014 to January 2015.

The result of interim report required the extended plan and MDE requested additional borings and permanent monitoring wells to be added to their investigation.

It may be necessary to closely monitor them for about six months, which will require time for additional investigation beyond the contract expiration date of January 2015. Therefore, the Bureau of Water & Wastewater wishes to extend the agreement from January 12, 2015 to January 12, 2016, upon the same terms and conditions.

AGENDA

BOARD OF ESTIMATES

07/23/2014

BW&WW - cont'd

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

(The Amendment No. 3 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Water and Wastewater - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to Metra Industries, Inc. for Sanitary Contract No. 894, Cleaning of Outfall Sewershed 99-inch and Outfall Interceptor.

AMOUNT OF MONEY AND SOURCE:

\$324,108.75 - 9956-906694-9551-000000-200001

BACKGROUND/EXPLANATION:

All work on Sanitary Contract No. 894 was completed as of March 25, 2014. Subsequently, Metra Industries, Inc. has requested a partial release of retainage in the amount of \$324,108.75. The City holds \$523,333.40 in retainage. The remaining \$199,224.65 is sufficient to protect the interests of the City.

MWBOO APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Agreement for the partial release of retainage has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/23/2014

Bureau of Water & Wastewater - Master Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Master Right-of-Entry Agreement with CSX Transportation, Inc. The period of the agreement is effective upon Board approval and CSX Transportation, Inc.'s execution of the agreement through December 31, 2030.

AMOUNT OF MONEY AND SOURCE:

N/A There are no fees associated with this Master Right-of-Entry Agreement.

BACKGROUND/EXPLANATION:

The Department of Public Works, Bureau of Water and Wastewater is currently processing many projects to comply with the federal sanitary sewer consent decree to upgrade much of the City's wastewater collection system, as well as other utility replacement and repair that may be done concurrently. Many of these projects involve accessing CSX Transportation property.

The Department has negotiated a Master Right-of-Entry in an effort to accelerate the process of gaining access to railroad property. This Master Right-of-Entry, once approved, will be inserted into the specification book for each contract and will become a special condition of the contract; namely, that contractor once awarded and provided a notice to proceed will need to adhere to the conditions and requirements indicated in the Master Right-of-Entry Agreement.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Baltimore Development - Third Amendment to Lease Agreement Corporation

The Board is requested to approve and authorize execution of the Third Amendment to the Office Lease Agreement with the following tenants for additional rental space at the City-owned property located at 7 E. Redwood Street.

<u>Tenant</u>	<u>Rent</u>
1. BOARD OF TRUSTEES OF THE EMPLOYEE'S RETIREMENT SYSTEMS OF THE CITY	\$88,333.16

A lease extension is for the premises containing 16,925 total square feet (7,670 square feet on the 12th and 13th floors each + 1,585 square feet on the 8th floor of the City-owned property known as 7 East Redwood Street. The amendment extends the lease through October 31, 2014.

2. FIRE AND POLICE EMPLOYEE'S RETIREMENT SYSTEM OF THE CITY	\$88,333.16
--	--------------------

A lease extension is for the premises containing 16,925 total square feet (7,670 square feet on the 18th and 19th floors each + 1,585 square feet on the 8th floor of the City-owned property known as 7 East Redwood Street. The amendment extends the lease through October 31, 2014.

During lease negotiations for new five year leases, the tenants expressed concerns about the conditions of the Heating Ventilation and Air Conditioning systems in the building. The systems are currently being upgraded, so the tenants agreed to an extension through October 31, 2014 to allow for completion of the upgrades. Once the upgrades are complete a new five year lease will be presented to the Board for approval.

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of Civil Rights & Wage Enforcement</u>			
1. Alvin O. Gillard	Annual Equal Employment Opportunity Commission/ FEPA Training Conference San Diego, CA August 11 - 14, 2014	General	\$1,290.00

Department of Public Works

2. Rudolph Chow	Workshop: Governance Structure to Enhance the Restoration of Guanabara Bay Rio de Janeiro, Brazil July 26 - 31, 2014	U.S. Environmental Protection Agency (EPA)	\$5,249.85
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Mr. Chow will travel to Rio de Janeiro, Brazil to attend the Workshop on Governance Structure to Enhance the Restoration of Guanabara Bay on July 26 - 31, 2014. He has been invited to participate in an EPA fully-funded partnership to share best practices for keeping both the Chesapeake Bay and Rio's Guanabara Bay healthy and sustainable.

The airline reservation will be made directly by the EPA through a travel agency. The estimated costs of \$5,249.85 have been provided by the EPA and will be reimbursed to Mr. Chow by the EPA. There is no cost to the City.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Baltimore Development - Business Relocation Expenses Corporation

ACTION REQUESTED OF B/E:

The Board is requested to approve payment of business relocation expenses for Fashion Gallery, Inc. (successor to Valu Plus, Inc.) from 117 and 223 W. Lexington Street, in the Market Center Urban Renewal Area.

AMOUNT OF MONEY AND SOURCE:

\$250,532.44 - 9910-905826-9603

BACKGROUND/EXPLANATION:

The City's ownership interest in 117 and 223 W. Lexington Street was acquired through purchase. An initial \$220,940.50 payment, approved by the Board on August 28, 2013, has already been paid. Ninety percent of the funds (\$225,479.19) will be paid currently and the remaining ten percent (\$25,053.25) will be paid when the space at 223 W. Lexington Street is fully vacated.

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,532.44	9910-904115-9600	9910-905826-9603
22 nd Econ.	Constr. Reserve	West Side Relocation
Dev. Bonds	West Side Initiative	

This transfer will provide funds for the business relocation costs for Fashion Gallery and Rainbow (USA), Inc. from 117 and 223 W. Lexington Street which is associated with the Westside redevelopment project in accordance with the Market Center Urban Renewal Plan.

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Finance - 90-Day Extension to Provide Status
Reports on Implementation of Audit
Findings and Recommendations

ACTION REQUESTED OF B/E:

The Board is requested to approve a 90-Day Extension for the Department of Finance and the Department of Recreation & Parks and to resolve and report on their resolution of the Department of Audits' findings in the Department of Recreation & Parks' (R & P) Financial Audit.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 23, 2014, the Board noted the Audit of the Department of Recreation and Parks with the requirement that the Board receive a follow-up report in three months on the status of the implementation of the Audit recommendations.

The Departments of Finance and Recreation & Parks are requesting a 90-day extension to fully resolve the Auditor's findings relative to the R&P Financial Audit.

The R&P has made significant progress in implementing corrective action plans pursuant to the findings. Additionally, the Department of Finance has recently hired a contractual employee to assist in the preparation of a procedures manual for agency financial statement preparation.

The 90-day extension will allow time for all audit findings to be completely resolved and to report to the Board.

AUDITS NOTED THE EXTENSION AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to Whitman, Requardt, & Associates, under Project No. 1134, On-Call Traffic Engineering Studies.

AMOUNT OF MONEY AND SOURCE:

\$147,926.80 - 9950-909084-9512-900020-703032

BACKGROUND/EXPLANATION:

Whitman, Requardt, & Associates will provide a feasibility study in connection with Key Highway and McComas Street including an analysis of traffic operations, congestion management, and geometry improvements.

MBE/WBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRAVEL REQUEST

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology (MOIT)</u>			
1. Renee Gordon	Association of Public-Safety Communications Officials (APCO) 2014 New Orleans, LA Aug. 02 - 06, 2014	General Funds	\$1,403.85

The subsistence rate for this area is \$179.00 per day. The hotel rate is \$165.00 per night, plus \$26.34 per night hotel tax. MOIT is requesting additional subsistence in the amount of \$26.00 to cover the cost of food. The additional subsistence totaling \$104.00 has been added to the total.

The airfare in the amount of \$418.50 was purchased using a City-issued credit card assigned to Mr. Jerome Mullen. Therefore, the disbursement amount to Ms. Gordon will be \$985.35.

Health Department

2. Latarsha Henderson Dawn Tyler	Nurse Family Partnership - Unit 2 Training Denver, CO Aug. 11 - 15, 2014	DHMH Home Visiting Grant	\$3,177.20
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The airfare for each representative in the amount of \$558.00 and totaling \$1,116.00 was purchased using a City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. Therefore, the disbursement amount to Ms. Henderson and Ms. Tyler will be \$1,030.60 each.

AGENDA

BOARD OF ESTIMATES

07/23/2014

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | | |
|---|-------------------------------------|--------------|---------|
| 1. | ALL HANDS FIRE EQUIPMENT,
L.L.C. | \$ 40,000.00 | Low Bid |
| Solicitation No. B50003612 - Firefighter Hoods - Fire Department - Req. No. R666316 | | | |

The period of the award is July 23, 2014 through July 22, 2015, with five 1-year renewal options.

- | | | | |
|--|--------------------|--------------|-------------|
| 2. | DAS SOLUTIONS, LLC | \$ 25,647.00 | Sole Source |
| Solicitation No. 08000 - Restock Mixer - Department of Public Works - Req. No. R670757 | | | |

The vendor is the sole authorized supplier/distributor of these items in the geographic area. Therefore, the Board is requested to approve the sole source award.

- | | | | |
|--|-----------------------------------|--------------|---------|
| 3. | CHESAPEAKE FLOW SOLUTIONS,
LLC | \$150,000.00 | Renewal |
| Contract No. B50002013 - Instrumentation Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P517870 | | | |

On July 27, 2011, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. Two subsequent increases have been approved for \$700,000.00 and \$100,000.00. This renewal in the amount of \$150,000.00 is for the period August 15, 2014 through August 14, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

07/23/2014

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|---------------------|--------------------|
| 4. <u>SAFEWARE, INC.</u> | <u>\$ 79,185.63</u> | <u>Sole Source</u> |
| Contract No. 08000 - Zumro Air Shelters - Fire Department -
Req. No. R664533 | | |

Safeware, Inc. is the sole manufacturer-designated distributor of Zumro Air Shelters for Maryland. These shelters are compatible with existing Zumro shelters currently in use.

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

- | | | |
|--|----------------|------------------|
| 5. <u>PROMEGA CORPORATION</u> | <u>\$ 0.00</u> | <u>Extension</u> |
| Solicitation No. 08000 - DNA Lab Daily Consumables - Police
Department - Req. No. R639341 | | |

On September 11, 2013, the Board approved the initial award in the amount of \$233,652.00. An extension is requested to purchase more DNA testing reagents with the balance of funds available. The vendor is the sole provider of these commodities.

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.

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-----------------------|----------------|
| 6. <u>MOTOROLA SOLUTIONS, INC.</u> | <u>\$1,516,800.00</u> | <u>Renewal</u> |
| Contract No. 06000 - 311 Call Center System Hosting - Mayor's Office of Information Technology - Req. Nos. Various | | |

On September 28, 2005, the Board approved the initial award in the amount of \$5,364,000.00. The award contained seven 1-year renewal options. Subsequent renewals have been approved. On August 29, 2012, the Board approved the first amendment in the amount of \$1,516,800.00. On July 3, 2013, the Board approved the second amendment in the amount of \$1,516,800.00. This is the first of five 1-year renewal options on the amended contract. This renewal is necessary for the continuity of the 311 system hosting, including the Premiere One Customer Service Requests and Cityworks storeroom applications. The above amount is the City's estimated requirement.

- | | | |
|---|----------------|------------------|
| 7. <u>TOTAL ENVIRONMENTAL CONCEPTS, INC.</u> | <u>\$ 0.00</u> | <u>Extension</u> |
| Contract No. B50001887 - Inspection, Testing, Repair, Maintenance and Installation Services for Under Ground and Above Ground Storage Tanks - Department of General Services, Fleet Management - P.O. No. P517187 | | |

On May 25, 2011, the Board approved the initial award in the amount of \$500,000.00. On June 4, 2012, the City Purchasing Agent approved an increase in the amount of \$50,000.00. The Board approved subsequent increases. The contract contained one 2-year renewal option for the period of June 26, 2014 through July 25, 2016. However, the using agency has requested that the scope of this contract be divided into two new solicitations for better management of the scope of work. The competitive bidding process had been initiated. The extension of this contract is necessary to maintain services for the interim period. The period of the extension is July 26, 2014 through December 31, 2014. The above amount is the City's estimated requirement.

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

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

MWBOO found vendor in non-compliance on May 12, 2014. It is recommended that the vendor be given 60 days to come into compliance.

MBE: Walker Benefit Service	\$82,012.00	21%
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WBE: Suzanne Thompson & Assocs.	\$ 7,461.00	2%
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9. BEECHER EMISSION SOLUTION TECHNOLOGIES, LLC. d/b/a	\$ 0.00	Assignment Agreement
WARD DIESEL FILTER SYSTEMS	\$ 0.00	

Contract No. 08000 - OEM Parts and Service for Ward Diesel Filters - Department of General Services, Fleet Management - P.O. No. P515574

The Board is requested to approve and authorize execution of the Consent to the Assignment Agreement with Beecher Emission Solution Technologies, LLC. d/b/a Ward Diesel Filter Systems. The period of the Assignment Agreement is retroactively effective September 1, 2013, the effective date of the bill of sale.

On November 24, 2010, the Board approved the award to Meier Diesel Filters, Inc. d/b/a Ward Diesel Filter Systems.

Beecher Emission Solution Technologies, LLC d/b/a Ward Diesel Filter Systems has acquired the rights, title and interest in Meier Diesel Filters, Inc. and is requesting consent to the assignment approval of assignment of Contract No. 08000.

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

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

10.HD SUPPLY WATERWORKS, LIMITED PARTNERSHIP L/B WATER SERVICE, INC.	\$150,000.00	Increase
Contract No. B50001403 - Various Waterworks Repair Parts - Department of Public Works, Water and Wastewater - P.O. Nos. P514167 and P514168		

On May 19, 2010, the Board approved the initial award in the amount of \$25,000.00. The award contained four 1-year renewal options. All renewal options have been exercised. Subsequent increases have been approved. This increase in the amount of \$150,000.00 is necessary to acquire various waterworks repair parts and equipment required to support the water meter replacement project. This increase in the amount of \$150,000.00 will make the award amount \$260,000.00. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

11.APPLIED TECHNOLOGY SERVICES, INC. HCGI HARTFORD, INC. USC/CATERBURY CORP. SHI INTERNATIONAL CORP. DALY COMPUTERS, INC. CARAHSOFT TECHNOLOGY CORP. DATA NETWORKS, INC. PC MALL GOV., INC. DIGICON CORPORATION ePLUS TECHNOLOGY, INC. EN-NET SERVICES, L.L.C.	\$7,000,000.00	Renewal
Contract No. B50001422 - Computer Hardware, Software and Related Items - MOIT, etc. - Req. Nos. Various		

On August 11, 2010, the Board approved the initial award in the amount of \$5,000,000.00. The award contained two 1-year

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

renewal options. Subsequent actions have been approved. This final renewal in the amount of \$7,000,000.00 will provide the required continuity of computer hardware and software for the City. The above amount is the City's estimated requirement. The period of the award is August 12, 2014 through August 11, 2015.

MWBOO GRANTED A WAIVER.

12. THE RESULTS LEADERSHIP		
GROUP, LLC	\$133,400.00	Agreement
Contract No. 06000 - Results Based Accountability Agreement - Bureau of the Budget and Management Research - Req. No. R670787		

The Board is requested to approve and authorize execution of an Agreement with The Results Leadership Group, LLC. The period the agreement is July 23, 2014, through July 22, 2015, with three 1-year renewal options.

The Bureau of the Budget and Management Research requests The Results Leadership Group, LLC to provide facilitation for a "Turn the Curves" strategic planning process, which will consist of software and licensing, required to implement the findings of the process. Such findings will effectively guide the budget planning process for fiscal year 2016/2017. A selected source is being requested due to timing and nature of the services. 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.

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

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

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

MWBOO GRANTED A WAIVER.

13. ITEMS 7 - 11

AMERICAN TRAFFIC SAFETY MATERIALS, INC.	\$ 40,000.00	
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ITEMS 1 - 6, 12

OSBURN ASSOCIATES, INC.	60,000.00	
	<u>\$100,000.00</u>	Renewal

Contract No. B50001914 - Reflective Sign Sheeting - Department of Transportation - P.O. Nos. P517819 and P517820

On July 13, 2011, the Board approved the initial award in the amount of \$84,104.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$100,000.00 is for the period July 13, 2014 through July 12, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

14. STAUFFER GLOVE & SAFETY

COMPANY	\$ 48,316.32	Additional Vendor
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Contract No. B50002098 - Steel-Toe Rubber Hip Boots - Department of Public Works, Req. No. R577660

On October 5, 2011, the Board approved the initial award in the amount of \$44,457.00 to A&A Sales Associates, LLC. The award contained three 1-year renewal options. Subsequent renewals have been approved.

AGENDA

BOARD OF ESTIMATES

07/23/2014

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

A&A Sales Associates, LLC can no longer meet the increasing requirements of the City. Stauffer Glove & Safety Company was the second lowest bidder on the original bid. The period of the award is July 23, 2014 through September 27, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

15. ASSOCIATED BLACK	\$10,508,133.00	Subgrantee Funds
CHARITIES, INC.	325,359.00	Direct Fee
	\$10,833,492.00	Increase

Contract No. B50002970 - Provide Fiscal Agent Services for the Ryan White Part A Operations - Health Department - P.O. No. P525581

On August 14, 2013, the Board approved the initial award in the amount of \$280,355.00 direct fee. On October 16, 2013, the Board approved an increase in the amount of \$9,376,853.00 subgrantee funds. On November 12, 2013, the City Purchasing Agent approved a decrease in the direct fee in the amount of \$24,786.00. On March 26, 2014, the Board approved a renewal in the amount of \$5,160,376.00. On March 26, 2014, the Board approved an increase in the subgrantee funds in the amount of \$172,032.00. This increase in the amount of \$10,833,492.00 will allow the Baltimore City Health Department to provide funds for essential HIV/AIDS health care and support services to persons who are uninsured or partially covered by health insurance. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

07/23/2014

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|-----|---|--------------|---------|
| 16. | INDUSTRIAL/ORGANIZATION,
INC. d/b/a I/O SOLUTIONS | \$100,395.00 | Renewal |
| | Contract No. B50002313 - Police Exam Consultant Services -
Dept. of Human Resources - P.O. No. P520454 | | |

On June 06, 2012, the Board approved the initial award for the amount of \$64,310.00. A renewal is requested for the period of November 01, 2014 through October 31, 2016. This is the first of two, two-year renewal options. Additional exams for Battalion Chief will be added during this renewal term. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | | |
|-----|---------------------------|--|-----------------------------|
| 17. | RANGE MAINTENANCE
INC. | \$ 28,601.70
<u>121,398.30</u>
\$150,000.00 | Ratification
and Renewal |
|-----|---------------------------|--|-----------------------------|

Contract No. B50001634 - Police Range Maintenance - Police Department - P.O. No. P516167

On February 9, 2011, the Board approved the initial award in the amount of \$100,000.00. Subsequent renewals have been approved. The Board is requested to approve the third of five, one-year renewals. The period of the ratification is February 2, 2014 through July 22, 2014, because the vendor needed to correct its status with the State of Maryland. The period of the renewal is July 23, 2014 through February 1, 2015 with two, one-year renewal options remaining. The above amount is the City's estimated requirement.

- | | | | |
|-----|---|--------------|----------|
| 18. | CLEAR RIDGE NURSERY, INC. | \$ 11,581.90 | Increase |
| | Contract No. B50003164 - Trees for Fall 2013 and Spring 2014,
Tree Baltimore - Department of Recreation & Parks - PO. No.
P525254 | | |

On October 16, 2013, the Board approved the initial award for the amount of \$511,400.50. On October 30, 2013, the City Purchasing Agent approved an increase for the amount of \$10,757.50. The Board is requested to approve an increase for the amount of \$11,581.90 to purchase additional trees.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

07/23/2014

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

19. SHI INTERNATIONAL CORP.	\$1,430,726.90	Amendment to Agreement
Contract No. 060B2490024 - Microsoft Software & Services Large Account Reseller Contract - Mayor's Office of Information Technology - Req. Nos. Various		

The Board is requested to approve and authorize execution of an Amendment to Agreement with SHI International Corp. The period of the Amendment to Agreement is November 1, 2014 through October 31, 2019. The Board is also requested to exercise the renewals of the original contract and modify the expiration date of the contract to October 31, 2019 to coincide with the Board's previous approval of funding up to that date.

On November 6, 2013, the Board approved the initial award in the amount of \$10,264,687.91. This Amendment to Agreement with Microsoft Dynamics AX licenses and software assurance not originally procured under the cooperative purchasing agreement. On November 6, the Board included a term that ends on October 16, 2015, with two 2-year renewal options. However funding was requested and approved for the entire 72 month term from November 1, 2013 through October 31, 2019. No additional funding is required for the exercise of renewals up to October 31, 2019, as this action will conclude with the payment timetables included in the original contract approved by the Board. 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 DETERMINED THAT NO GOALS WOULD BE SET BECAUSE OF NO OPPORTUNITY TO SEGMENT THE CONTRACT.

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

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. 511 S. Central Ave	511 South Central Avenue, LLC	One single face electric sign 93.8 sq. ft., three single face electric signs @ 91 sq. ft.
Annual Charge: \$1,027.04		
2. 2313 E. Fairmount	Canton Development Properties, LLC	One set of steps 7'2" x 3'8" facing 4" @ 106 sq. ft.
2315 E. Fairmount	" "	One set of steps 13' x 3'8"
2317 E. Fairmount	" "	One set of steps 7'2" x 3'8"
Flat Charge: \$175.90		
3. 201 E. Fort Ave.	201 E. Fort, LLC	Retain two awnings 4'6" x 4', 7' x 4 1/2', two flat signs 11' x 1', two spot reflectors
Annual Charge: \$211.00		
4. 214 E. Fort Ave.	Janet L. Montgomery	Retain awning w/ signage 7' x 3', one spot reflector
Annual Charge: \$123.10		

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 501 W. Franklin St.	DJ Ravenwood, LLC	531 sq. ft. of awnings, 32 sq. ft. of facing
Annual Charge:	\$1,486.80	
6. 428 E. 25 th St.	Concerted Care Baltimore, LLC	Handicap Ramp 107 sq. ft.
Annual Charge:	\$70.30	
7. 1308 Greenmount Ave.	Taw Hyoung Son	Retain awning w/ signage 30' x 2', eight tubes
Annual Charge:	\$442.80	
8. 2436 Greenmount Ave.	Maryland 25, LLC	Retain single face electric sign 13' x 2'
Annual Charge:	\$140.60	
9. 1431 John St.	Steven W. Collins	Retain one stack vent, one flat sign 14' x 2', four spot reflectors
Annual Charge:	\$179.90	
10. 2624 Hudson St.	2624 Hudson Street, LLC	Retain double face sign 6' x 2'
Annual Charge:	\$70.40	

Since no protests were received, there are no objections to approval (item no. 1-10).

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
11. 300 E. Randall St.	Peter Belden	Garage Extension 20' x 3'7"

Annual Charge: \$252.00

The applicant is requesting a three foot seven inch garage extension. The applicant does not meet all of the requirements set forth in the Minor Privilege schedule. The Minor Privilege schedule states: "Permanent projection not to project more than ¼ width of sidewalk, never to exceed four feet. Shall maintain a minimum five foot (5') portion of sidewalk unobstructed by, but not limited to poles, planters, trees, mailboxes, and fire hydrants. A clear pathway shall be maintained at all times for pedestrians' usage."

The proposed minor privilege is three feet seven inches. The total length of the sidewalk is 12 feet 4 inches. This will leave 8 feet nine inches of sidewalk. Therefore, the proposed minor privilege meets the requirement of being less than four feet, and leaves more than five feet of unobstructed sidewalk. However, to meet the requirement that the Minor Privilege take up less than one-fourth of the sidewalk, the Minor Privilege would have to be three feet one inch or less. The Board has approved ten cases in the past with similar conditions.

PROTESTS HAVE BEEN RECEIVED FROM MR. DAVID URBANEK AND THE RIVERSIDE NEIGHBORHOOD ASSOCIATION.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Midtown Community Benefits District - Amendment to Bylaws

ACTION REQUESTED OF B/E:

The Board is requested to review and approve the amended Bylaws of the Midtown Community Benefits District Management Authority.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

As per the City Code Article 14 §7-1 Subtitle 7-14, the Midtown Community Benefits District Management Authority Board of Directors is submitting the change to the bylaws proposed by the Governance Committee.

The changes include:

1. Reducing the minimum number of required Board meetings from 10 per year to 6 per year.

There are occasions where there are no agenda items requiring the Board to meet and the Board wishes to reduce the burden of time commitment required from the volunteers who also attend monthly committee meetings of the community associations which they represent on the Board.

The amendment was submitted to the Midtown Community Benefits District Board of Directors at the April 2, 2014 meeting and was approved at the June 11, 2014 meeting.

(The Amendment to Bylaws for the Midtown Community Benefits District Authority has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Real Estate - Lease Renewal Option

ACTION REQUESTED OF B/E:

The Board is requested to approve exercising the renewal option of the Lease Agreement with Joseph S. McNeal, tenant for the rental of a portion of the property known as 4601 Bucks School House Road consisting of approximately 165 acres of farmland along with a one story dwelling and other buildings. The renewal is for the period August 1, 2014 and terminating July 31, 2015.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$10,502.91	\$875.24

BACKGROUND/EXPLANATION:

The leased premises will be used primarily for agricultural use. The Board approved the lease on July 31, 2013 for the period August 1, 2013 through July 31, 2014.

The landlord will carry adequate fire insurance on the leased premises under the landlord's self-insurance program. The tenant will be responsible for maintenance and repairs, payment of utilities, trash and snow removal, real estate taxes and the liability insurance on the leased premises.

All other rentals, conditions and provisions of the lease agreement dated June 30, 2010 will remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Real Estate - Interdepartmental Lease Agreement Renewals

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the following Interdepartmental Lease Agreement Renewals between the Department of General Services, landlord, and various City Departments, tenants.

<u>TENANT</u>	<u>ANNUAL RENT</u>
1. DEPARTMENT OF PLANNING	\$133,515.00

Account: 1001-000000-1877-187400-603096

On January 9, 2013, the Board approved the original Interdepartmental Lease Agreement for the period of July 1, 2012 through June 30, 2013 with five one-year renewal options. This is the second renewal option for the period July 1, 2014 through June 30, 2015. The tenant will lease a portion of the property known as the Benton Building located at 417 E. Fayette Street, consisting of approximately 21,119 square feet on the 8th floor.

2. OFFICE OF THE LABOR COMMISSIONER	\$ 22,127.00
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Account: 1001-000000-1280-154300-603096

On December 12, 2012, the Board approved the original Interdepartmental Lease Agreement for the period of July 1, 2012 through June 30, 2013 with five one-year renewal options. This is the second renewal option for the period July 1, 2014 through June 30, 2015. The tenant will lease a portion of the property known as the Benton Building located at 417 E. Fayette Street, consisting of approximately 3,500 square feet on the 14th floor.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Real Estate - cont'd

<u>TENANT</u>	<u>ANNUAL RENT</u>
3. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT	\$373,341.00

Account: 1001-000000-1773-179700-603096

On March 20, 2013, the Board approved the original Interdepartmental Lease Agreement for the period of July 1, 2012 through June 30, 2013 with five one-year renewal options. This is the second renewal option for the period July 1, 2014 through June 30, 2015. The tenant will lease a portion of the property known as the Benton Building located at 417 E. Fayette Street, consisting of approximately 59,054 square feet on the 2nd, 10th, 11th, and 12th floors.

4. BALTIMORE CITY HEALTH DEPARTMENT	\$158,487.00
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Accounts: 1001-000000-3024-268600-603013
4000-426213-3110-306800-603013

On October 3, 2013, the Board approved the original Interdepartmental Lease Agreement for the period of July 1, 2012 through June 30, 2013 with five one-year renewal options. This is the second renewal option for the period July 1, 2014 through June 30, 2015. The tenant will lease a portion of the property known as the Benton Building located at 417 E. Fayette Street, consisting of approximately 25,069 square feet on the 5th floor.

5. BOARD OF MUNICIPAL ZONING AND APPEALS	\$ 19,870.00
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Account: 1001-000000-1850-187000-603096

On December 19, 2012, the Board approved the original Interdepartmental Lease Agreement for the period of July 1,

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Real Estate - cont'd

TENANT

ANNUAL RENT

2012 through June 30, 2013 with five one-year renewal options. This is the second renewal option for the period July 1, 2014 through June 30, 2015. The tenant will lease a portion of the property known as the Benton Building located at 417 E. Fayette Street, consisting of approximately 3,143 square feet on the 14th floor.

6. **DEPARTMENT OF TRANSPORTATION** **\$159,518.91**
TRAFFIC AND MANAGEMENT CENTER

Account: 1001-000000-2301-248700-603096

On October 10, 2012, the Board approved the original Interdepartmental Lease Agreement for the rental of a portion of the property located at 414 N. Calvert Street consisting of approximately 11,430 square feet. Ninety days prior to the lease termination date, the landlord will determine a rental rate based on the projected operation cost and expenses for the upcoming renewal term. This is the second renewal option for the period July 1, 2014 through June 30, 2015.

7. **DEPARTMENT OF TRANSPORTATION** **\$ 92,353.88**
SURVEY AND RECORDS OFFICE

Account: 1001-000000-2301-248700-603096

On October 10, 2012, the Board approved the original Interdepartmental Lease Agreement for the rental of a portion of the property located at 510 Fallsway consisting of approximately 16,470 square feet. Ninety days prior to the lease termination date, the landlord will determine a rental rate based on the projected operation cost and expenses for the upcoming renewal term. This is the second renewal option for the period July 1, 2014 through June 30, 2015.

AGENDA

BOARD OF ESTIMATES

07/23/2014

Department of Real Estate - cont'd

<u>TENANT</u>	<u>ANNUAL RENT</u>
8. DEPARTMENT OF FINANCE/BUREAU OF ACCOUNTING AND PAYROLL SERVICES (BAPS)	\$118,420.90

Account: 1001-000000-1422-160800-603096 (53%)
 1001-000000-1423-160800-603096 (47%)

On November 7, 2012, the Board approved the original Interdepartmental Lease Agreement for the period of July 1, 2012 through June 30, 2013, with five 1-year renewal periods. This is the second renewal option for the period July 1, 2014 through June 30, 2015. BAPS will lease a portion of the property known as 401 E. Fayette Street consisting of 16,854 square feet on the 5th and 8th floors.

All other terms and conditions of the original Interdepartmental Lease Agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the City Council President</u>			
1. Bernard C. "Jack" Young	Maryland Assoc. of Counties', 2014 Annual Summer Conf. Ocean City, MD August 13 - 16, 2014 (Reg. Fee \$285.00)	Elected Officials Expense Account	\$1,301.19

The subsistence rate for this location is \$260.00 per day. The hotel rate is \$269.00 per night not including occupancy taxes in the amount of \$28.24 per night. The Office is requesting an additional \$9.00 per night to cover the cost of the hotel as well as \$40.00 per day to cover meals and \$4.47 safe convenience fee. The Office has prepaid the registration fee in the amount of \$285.00 on a City issued credit card assigned to Mr. Hosea Chew. The disbursement to Mr. Young will be in the amount of \$1,016.19.

2. Carolyn Blakeney	Maryland Assoc. of Counties 2014 Annual Summer Conf. Ocean City, MD August 13 - 17, 2014 (Reg. Fee \$285.00)	Elected Officials Expense Account	\$1,465.19
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The subsistence rate for this location is \$260.00 per day. The hotel rate is \$269.00 per night plus occupancy taxes in the amount of \$28.24 per night and \$4.47 for a safe fee. The Office is requesting an additional subsistence of \$9.00 per night to cover the cost of the hotel and \$40.00 per day to cover meals and incidentals. The Office has prepaid the registration fee on a City-issued credit care assigned to Mr. Hosea Chew in the amount of \$285.00. The disbursement to Ms. Blakeney will be in the amount of \$1,180.66. Ms. Blakeney will stay one additional night at her own expense.

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the City Council President</u>			
3. Sharon Middleton	Maryland Assoc. of Counties', 2014 Annual Summer Conf. Ocean City, MD August 13 - 16, 2014 (Reg. Fee \$335.00)	Elected Officials Expense Account	\$1,458.81

The subsistence rate for this location is \$260.00 per day plus occupancy taxes. The hotel rate is \$249.00 for 8/13/14 and 8/14/14. The hotel rate for 8/15/14 is \$299.00 plus occupancy taxes in the amount of \$83.68.

The Office is requesting an additional \$9.00 per night to cover the cost of the hotel on 8/13/14 - 8/14/14 and \$39.00 for 8/15/14, plus the safe fee of \$4.53 as well as \$40.00 per day to cover meals and incidental expenses. The Office has prepaid the registration fee in the \$335.00 on a City-issued credit card assigned to Mr. Hosea Chew.

TRAVEL APPROVAL/REIMBURSEMENT

Fire Department

4. Anthony Smith	National Hurricane Conference Orlando, FL April 13 - 17, 2014 (Reg. Fee \$350.00)	FY 11 SHSP Funds	\$1,491.91
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On April 13 - 17, 2014, Mr. Smith traveled to Orlando Florida to attend the National Hurricane Conference. The subsistence rate for this area is \$179.00 per day. The hotel rate was \$155.00 per night plus \$19.38 per night for the hotel tax.

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Fire Department - cont'd

The airfare in the amount of \$402.80 and the registration in the amount of \$350.00 was prepaid on a City Purchasing card assigned to Mr. Connor Scott. The initial travel request was not submitted in time to approve a request before the travel took place. Therefore, the amount to be reimbursed to Mr. Smith is 739.11. This request is late because it was misplaced.

Transportation	\$ 402.80 (Prepaid)
Hotel	620.00
Hotel Taxes	77.52
Meals & Incidentals	41.59
Registration Fee	350.00 (Prepaid)
	<u>\$1,491.91</u>

Office of the Council President

5.	Helen L. Holton	National Organization of Black County Officials	General Funds	\$ 960.04
		Memphis, TN	(Elected Officials	
		April 24 - 27, 2014	Expense	
		(Reg. Fee \$150.00)	Account	

On April 24 - 27, 2014, Ms. Holton traveled to Memphis Tennessee to attend the National Organization of Black County Officials. The subsistence rate for this area is \$160.00 per day. The hotel rate was \$49.00 for April 24, 2014 plus \$4.90 for the hotel tax.

On April 25-26, 2014, the hotel rate was \$99.00 per night plus \$9.90 for the hotel tax. In addition, there was a \$7.00 resort fee plus \$0.49 resort fee tax charged for each day. Therefore, the amount to be reimbursed to Ms. Holton is \$960.04.

AGENDA

BOARD OF ESTIMATES

07/23/2014

TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the Council President - cont'd</u>			

This request is late because travel arrangements were not completed in time for prior board approval.

Transportation	\$	462.50
Hotel/Resort Fee		268.00
Hotel Taxes		26.17
Meals & Incidentals		23.37
Registration Fee		150.00
Taxi		30.00
	\$	<u>960.04</u>

AGENDA

BOARD OF ESTIMATES

07/23/2014

Employees' Retirement System (ERS) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Subscription Agreement with Abbott Capital Management, LLC for its investment in Abbott Select Buyouts Fund III, L.P.

AMOUNT OF MONEY AND SOURCE:

N/A - No General Fund monies are involved in this transaction. All funds and expenses will be expended from the ERS. Abbott Capital Management LLC will be managing approximately \$15,000,000.00 of ERS assets in Abbott Select Buyouts Fund III, L.P., a private equity fund-of-funds.

BACKGROUND/EXPLANATION:

The ERS Board of Trustees is an investor in three diversified Abbott private equity fund of- funds, most recently Abbott Capital Private Equity Fund VI in 2008. With the recommendation of the ERS investment consultant, Marquette Associates, Abbott Capital Management LLC was selected as manager of this specialized private equity fund-of-funds.

MWBOO GRANTED A WAIVER

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

AGENDA

BOARD OF ESTIMATES

07/23/2014

PROPOSAL AND SPECIFICATIONS

1. Department of General Services - GS 14814, Water Street Garage
Repair

BIDS TO BE RECV'D: 08/27/2014

BIDS TO BE OPENED: 08/27/2014

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED