

## 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](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

## BOARD OF ESTIMATES' AGENDA - OCTOBER 8, 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:

AM-Liner East, Inc.	\$140,337,000.00
BLD Services, LLC	\$ 8,000,000.00
Bosley Construction Inc.	\$ 1,500,000.00
Facchina Construction Inc.	\$386,001,000.00
Gaines & Company, Inc.	\$ 8,000,000.00
Hayward Baker, Inc.	\$950,220,000.00
IronShore Contracting, LLC	\$ 8,000,000.00
J & R Roofing Company, Inc.	\$ 8,000,000.00
JLN Construction Services, LLC	\$ 8,000,000.00
M.D. Miller Co. Inc., t/a The Marksmen Co.	\$ 8,000,000.00
Mobile Dredging and Pumping Co.	\$ 16,524,000.00
Morgan-Keller, Inc.	\$ 60,336,000.00
R & R Contracting Utilities, Inc.	\$ 1,500,000.00
Tecta America East, LLC.	\$425,115,000.00
TFE Resources, LTD	\$ 801,000.00

#### 2. Prequalification of Architects and Engineers

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

AMEC Environment & Infrastructure, Inc.	Engineer
Becht Engineering BT, Inc.	Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**BOARDS & COMMISSIONS** - cont'd

CPJ & Associates, Inc.	Engineer Landscape Architect Survey
CWD Consulting, LLC	Engineer
Chesapeake Environmental Management, Inc.	Engineer Landscape Architect
The Constellation Design Group, Inc.	Engineer
Findling, Inc.	Engineer
Floura Tecter Landscape Architects	Landscape Architect
Khafra Engineering Consultants, Inc.	Engineer Architect
O'Brien & Gere Engineers, Inc.	Engineer
Progressive Engineering Consultants, Inc.	Engineer
Wallace, Montgomery & Associates, LLP	Engineer
The Wilson T. Ballard Company	Engineer

AGENDA

BOARD OF ESTIMATES

10/08/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Matilda Y. Pair	1801 E. Biddle St.	G/R \$54.00	\$ 450.00
2. Jeffrey I. Silberman	909 N. Duncan St.	G/R \$36.00	\$ 330.00
Funds are available in account 9910-906409-9588-900000-704040, EBDI Phase II Project.			
3. 819 North Curley, LLC	2741 Fenwick Ave.	F/S	\$23,000.00
Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demo Project.			
4. Donald T. Campbell	1317 N. Monroe St.	L/H	\$ 6,400.00
Funds are available in account 9910-905507-9588-900000-704040, AG Demolition Project.			
5. Isabel Levinson	4718 Park Heights Avenue	G/R \$90.00	\$ 825.00
Funds are available in account 9910-903180-9588-900000-704040, Park Heights Acquisition/Project.			
6. Winston Barclay	4748 Park Heights Avenue	L/H	\$33,459.00
Funds are available in account 9910-903180-9588-900000-704040, Park Heights 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.

AGENDA

BOARD OF ESTIMATES

10/08/2014

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
7. Herbert Street Ventures, LLC	2123 Herbert St.	L/H	\$12,350.00

Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demo Project.

The fair market value is substantiated in appraisals made by independent appraisers contracted by the City. This will permit the City to have title to, and if necessary immediate possession of, the property interest in conformity with the requirements of the applicable law.

8. William F. Padlich & William F. Padlich, Jr., Trustees	951 N. Washington St.	G/R	\$ 240.00
			\$36.00

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

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 the property.

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

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

6 - 9

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

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

10/08/2014

**EXTRA WORK ORDERS**

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

Dept. of Public Works - Office Engineering and Construction

1. EWO #081, \$270,485.00 - SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant  


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\$115,688,000.00	\$1,730,283.26	Balfour Beatty -	-
		Infrastruc-	
		ture, Inc.	
  
2. EWO #082, \$61,765.80 - SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant  


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\$115,688,000.00	\$2,000,768.26	Balfour Beatty -	-
		Infrastruc-	
		ture, Inc.	

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Department of Transportation

3. EWO #004, \$188,347.08 - TR 09037R, National Aquarium Access Improvements  


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\$ 2,448,393.00	-	John Brawner	-
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4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$58,000.00</b>	9950-944002-9507	9950-903880-9508-2
Federal	Constr. Reserve	Contingencies
	Res. for Closeouts	National Aquarium
		Access Improvements

This transfer will partially fund the costs associated with Change Order No. 4, TR 09037, National Aquarium Access Improvements with John Brawner in the amount of \$188,347.08.

AGENDA

BOARD OF ESTIMATES

10/08/2014

EXTRA WORK ORDERS

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

Department of Transportation

5. EWO #004, \$52,185.21 TR 20350 - Replacement of Frederick Avenue Bridge over Gwynns Falls & CSX Railroad

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\$13,997,381.20	\$25,990.78	Joseph B. Fay	-	-
		Company		

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 57,403.73	9950-944002-9507	9950-902412-9506-2
Federal	Constr. Reserve	Contingencies
	Res. for Closeouts	Frederick Avenue
		Bridge over Gwynns
		Falls & CSX RR

This transfer will cover the costs associated with Change Order No. 4, Project No. TR 20350, Replacement of Frederick Avenue Bridge over Gwynns Falls and CSX Railroad with Joseph B. Fay Co. in the amount of \$52,185.21.

7. EWO #014, \$148,700.00 - TR 10314, Parcel "D" Inner Harbor Improvements

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\$ 4,126,171.10	\$465,849.33	Joseph B. Fay	-	-
		Company		



AGENDA

BOARD OF ESTIMATES

10/08/2014

EXTRA WORK ORDERS

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

Department of Transportation

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$130,856.00	9950-904176-9528	
Federal	Constr. Reserve	
	Jones Falls Inner	
	Harbor Trail	
32,714.00	9950-903293-9528	
MVR	East Baltimore	
	Development III	
<u>\$163,570.00</u>	-----	9950-904327-9527-2
		Contingencies -
		Inner Harbor East -
		Phase III

This transfer will cover the costs associated with Change Order No. 14, Project No. TR 10314, Parcel D, Inner Harbor Improvements, Phase III with Joseph B. Fay Co. in the amount of \$148,700.00.

Department of Transportation

9. EWO #015, \$43,909.65 - TR 10314, Parcel "D" Inner Harbor			
<u>Improvements</u>			
\$ 4,126,171.10	\$614,549.33	Joseph B. Fay	- -
		Company	

AGENDA

BOARD OF ESTIMATES

10/08/2014

EXTRA WORK ORDERS

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

Department of Transportation

- |   |              |   |      |
|---|--------------|---|------|
| 10. EWO #008, \$108,166.96 - TR 08046, Rehabilitation of<br><u>Broening Highway from Holabird Avenue to Colgate Creek</u> |              |   |      |
| \$14,700,000.00   | \$784,222.85 | American In-<br>frastructure<br>-MD, Inc. | 26 - |
| 11. EWO #009, \$119,265.94 - TR 08046, Rehabilitation of<br><u>Broening Highway from Holabird Avenue to Colgate Creek</u> |              |   |      |
| \$14,700,000.00   | \$892,389.81 | American In-<br>frastructure<br>-MD, Inc. | - -  |

TRANSFERS OF FUNDS

\* \* \* \* \*

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

11 - 15

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**

**10/08/2014**

**TRANSFER OF FUNDS**

Baltimore Development Corporation

1. <u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$264,628.22 COP	9910-906575-9601 E. Balto. Ind. & Coml.	9910-994001-9600 Unallocated Reserve & Coml.
5,692.89 22 <sup>nd</sup> EDF	" "	9910-906105-9601 E. Balto. Ind. & Coml.
45,696.62 23 <sup>rd</sup> EDF	" "	" "
252.00 24 <sup>th</sup> EDF	" "	" "
<u>\$316,269.73</u>		

This transfer will provide funds to close the existing East Baltimore Industrial and Commercial capital project account and open a new East Baltimore Industrial and Commercial project account for future use.

2. \$ 10,152.42 M&CC	9910-903873-9601 Brownsfields Incentive Fund	9910-911103-9601 Brownfields Incentive Fund
1,990.79 19 <sup>th</sup> EDF	" "	" "
3,628.43 20 <sup>th</sup> EDF	" "	" "
14,259.05 21 <sup>st</sup> EDF	" "	" "
135.93 22 <sup>nd</sup> EDF	" "	" "
<u>\$ 30,166.62</u>		

This transfer will provide funds to close the existing Brownsfields Incentive Fund capital project account and open a new Brownsfields Incentive Fund project account for future use.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
3. \$ 204,495.10 M &CC	9910-904354-9601 W. Balto. Ind. & Coml.	9910-907104-9601 W. Balto. Ind. & Coml.
68,527.48 19 <sup>th</sup> EDF	" "	" "
33,321.92 20 <sup>th</sup> EDF	" "	" "
34,507.88 21 <sup>st</sup> EDF	" "	" "
76,873.16 22 <sup>nd</sup> EDF	" "	" "
41.71 23 <sup>rd</sup> EDF	" "	" "
19,042.50 24 <sup>th</sup> EDF	" "	" "
<b>\$ 436,809.75</b>		

This transfer will provide funds to close the existing West Baltimore Industrial and Commercial capital project account and open a new West Baltimore Industrial and Commercial project account for future use.

4. \$ 1,184,173.21 General Fund	9910-902860-9601 General Fund Revenue Ind. & Coml. Financing	9910-923100-9601 Ind. & Coml. Financing
15,232.71 19 <sup>th</sup> EDF	" "	" "

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
3,888.11	" "	" "
20 <sup>th</sup> EDF		
943.46	" "	" "
21 <sup>st</sup> EDF		
9,473.13	" "	" "
22 <sup>nd</sup> EDF		
52,041.90	" "	" "
23 <sup>rd</sup> EDF		
17,347.30	" "	" "
24 <sup>th</sup> EDF		
<b><u>\$1,283,099.82</u></b>		

This transfer will provide funds to close the existing Industrial and Commercial Financing capital project account and open a new Industrial and Commercial Financing project account for future use.

Mayorality-Related/Department of Planning

5. \$ 50,000.00	9904-924009-9129	9904-926009-9127
24 <sup>th</sup> Econ.	Center Stage 50 <sup>th</sup>	Center Stage 50 <sup>th</sup>
Development	Anniversary -	Anniversary -
Loan	Renov. Reserve	Renov. - Active

This transfer will provide funds to Center Stage at 700 North Calvert Street for 50<sup>th</sup> Anniversary renovations. Improvements will include an enhanced building exterior, expanded functional public spaces, a new education suite, a new theater space, and infrastructure upgrades to replace antiquated systems that have reached the end of their useful lives. Mechanical systems will be replaced with greener and more energy efficient models. This project will better position the theater to serve the community.

AGENDA

BOARD OF ESTIMATES

10/08/2014

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
6. \$ 23,310.40 MVR	9952-905034-9511 Constr. Reserve - Pedestrian Lighting	9952-906033-9510 Pedestrian Lighting

This transfer will fund the costs for the expense related to Street Lighting Upgrade for Calvert and University Parkway and all parts and material associated with electrical repairs through Requisition No. R676426.

Department of General Services

7. \$ 67,500.00 General Funds	9916-904845-9194 Capital Constr. & Maintenance - Reserve	9916-902962-9197 Waxter Center Air Handler Replacement - Active
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This project will improve both the indoor air quality throughout the Waxter Center and the thermal comfort in the area serviced by Air Handling Unit 5.

Department of Housing and Community Development

8. \$500,000.00 31 <sup>st</sup> CDB	9910-913015-9587 Planning and Dev. Project Management - Reserve	9910-915016-9588 Project Staff Cost FY 15
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This transfer will move appropriations in accordance with the FY 2015 Ordinance of Estimates to support planning and development costs related to the implementation of capital projects.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
9. \$ 10,000.00	9938-925004-9475	9938-928004-9474
State	Stony Run Trail - Reserve	Stony Run Trail - Active

This transfer will provide funds to cover the costs associated with topographic survey for the Stony Run Trail project.

10. \$ 5,000.00	9938-917014-9475	9938-919014-9474
Rec. & Parks 27 <sup>th</sup> Series	FY 15 Baltimore Playground Program Reserve	FY 15 Baltimore Playground Program Active

This transfer will provide funds to cover the costs associated with topographic survey for Ashton Street Playground.

11. Clerk's Correction

On September 24, 2014, the following transfer appeared on Page 11 and Page 85 No. 5 of the Agenda:

Dept. of Rec. & Parks

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9938-903794-9475	9938-905794-9474
State	Druid Hill Park Mansion Improve- ments - Reserve	Druid Hill Park Mansion Improve- ments - Active

This transfer will provide funds to cover costs associated with the funding agreement with Parks and People Foundation for redevelopment of the former Superintendent's Mansion and grounds at Druid Hill Park.

The transfer should have only appeared on Page 11. The Clerk requests the Board to rescind approval of the transfer on Page 85 No. 5. The Clerk apologizes for this error.



**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

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. 2601 N. Howard Street	Small Point, LLC	Outdoor seating 41' x 3'
Annual charge: \$	939.50	
2. 855 N. Wolfe Street	855 N. Wolfe Street, LLC	One double face sign 7' x 1'6", one double face sign 6' x 2'6"
Annual charge: \$	140.80	
3. 3600 Falls Road	Falls Gateway, LLC	Awning w/signage 13' x 2'6"
Annual charge: \$	106.18	
4. 3323 Eastern Avenue	3323 Eastern Avenue, LLC	One flat sign 10' 4 3/16" x 4'
Annual charge: \$	56.00	
5. Various Locations	MCI Communications	One 4" conduit - two 1¼" inner ducts @ 258.49 total linear feet
Annual charge: \$	905.07	

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of General Services - Developer's Agreement No. 1341

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1341 with Penn Square II Limited Partnership, developer.

**AMOUNT OF MONEY AND SOURCE:**

\$13,820.00

**BACKGROUND/EXPLANATION:**

The developer will install new water to their proposed new building located in the vicinity of 2614-2626 Pennsylvania Avenue. This developer's agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$13,820.00 has been issued to Penn Square II Limited Partnership which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with Alcott Place LLC, located at 2702 Keyworth Avenue.

**AMOUNT OF MONEY AND SOURCE:**

No Cost to the City

**BACKGROUND/EXPLANATION:**

The Mayor and City Council of Baltimore, acting through the Department of General Services wishes to enter on to the property known as 2702 Keyworth Avenue. This property is owned by the Alcott Place LLC, to perform work associated with General Services Contract GS-13801.

This project consists of replacing and upgrading a failing retaining wall. The failing retaining wall is on the City's property, and access is needed through Alcott Place LLC property to perform the repairs.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of General Services - Temporary Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Temporary Right-of-Entry Agreement with CSX Transportation, Inc. (CSXT). The period of the Agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - 9960-909634-9557-900020-704040

**BACKGROUND/EXPLANATION:**

The City acting through the Department of Public Works is proposing to replace a water main in Pennington Avenue. The one-time fee of \$500.00 is for Railroad Protective Liability Insurance.

This work will take place adjacent to and within the CSXT Railroad Right-of-Way and this Agreement will allow the City's contractor the ability to test for and survey the actual location of the pipe to be replaced.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of General Services - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services provided by Johnson, Mirmiran & Thompson (JMT) and approve payment by Expenditure Authorization.

**AMOUNT OF MONEY AND SOURCE:**

\$9,941.68 - 1001-000000-5311-391600-603026

**BACKGROUND/EXPLANATION:**

The JMT performed work in August 2012. In order to meet the urgent needs of the Baltimore Convention Center, the JMT was requested by the Convention Center to perform a building assessment and prepare a Facility Assessment Report on the Baltimore Convention Center prior to the EAR being approved. The Report was completed on August 21, 2012. The EAR was entered on September 12, 2012 as Task No. 23, under Project 1099J, but the payment process was not completed. On February 22, 2013, the JMT's On-Call Contract under Project 1099J expired.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Office of the Labor Commissioner - FY 2015 Salary Scales

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the Salary Scales for FY 2015 for AFSCME Locals 44, 558, and 2202.

**AMOUNT OF MONEY AND SOURCE:**

FY 2015 Budget provides for a 2% across the Board wage increase for general City employees.

**BACKGROUND/EXPLANATION:**

In accordance with the Municipal Employees Relations Ordinance (MERO), the Office of the Labor Commissioner has begun negotiations with AFSCME Locals 44, 558, and 2202. After a reasonable period of negotiations, impasse was declared. The wage increase will be provided to employees in accordance with the submitted scales.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

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

The Board is requested to approve and authorize execution of the various Agreements. The period of the Agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

1. **MARYLAND STATE DEPARTMENT OF HUMAN RESOURCES (MDDHR) FAMILY INVESTMENT ADMINISTRATION/OFFICE OF HOME ENERGY PROGRAMS** **\$2,459,216.00**

Account: 5000-585915-1191-719000-600000

Under the terms of this Inter-Governmental Agreement, the MOHS, through its Baltimore Community Action Partnership Program, will use funding from the MDDHR to pay 36 staff members working at the Office of the Home Energy Program.

**MBE/WBE PARTICIPATION:**

N/A

2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 45,800.00**

Account: 4000-480014-3572-333629-603051

Under the terms of this Agreement, the organization will use the funds to offset staffing costs for the Beans & Bread Program, which provides resources and services related to housing, employment, health, and recovery to homeless and low-income individuals in Baltimore City.

**MBE/WBE PARTICIPATION:**

N/A

AGENDA

BOARD OF ESTIMATES

10/08/2014

MOHS - cont'd

- 3. **MERCY MEDICAL CENTER, INC.** **\$ 92,000.00**

Account: 4000-480015-3571-333665-603051

Under the terms of this Agreement, the organization will use the funds to pay for staffing and cash assistance for its eviction prevention program to prevent homelessness for clients from Baltimore City.

**MWBOO GRANTED A WAIVER.**

- 4. **HOUSE OF RUTH MARYLAND, INC.** **\$296,972.00**

Account: 4000-480015-3571-333618-603051 \$ 54,000.00  
 5000-525614-3572-333718-603051 \$242,972.00

Under the terms of this Agreement, the organization will use the funds to provide emergency shelter to house victims of domestic violence.

**MWBOO GRANTED A WAIVER.**

- 5. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$ 44,000.00**

Account: 5000-529115-3572-333743-603051

Under the terms of this Agreement, the organization will use the funds to cover staff costs for its transitional housing program for homeless youth. The services to be provided will include life skills education, workforce development, residential counseling, and case management.

**MBE/WBE PARTICIPATION:**

N/A

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



AGENDA

BOARD OF ESTIMATES

10/08/2014

MOHS - cont'd

6. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 95,329.63**  
**(ACC)**

Account: 4000-496214-3573-591825-603051

On March 12, 2014, the Board approved an advance to the organization in the amount of \$17,917.87. This award in the amount of \$95,329.63 makes the total contract amount \$113,247.50. The prior Contract No. was 35656. The new Contract No. is 36325. The ACC will provide housing assistance and support services to 19 families and 66 individuals. The period of the Agreement is February 1, 2014 through January 31, 2015.

The Agreement is late because of the delay in the receipt of funding from the U.S. Department of Housing and Urban Development.

**MWBOO GRANTED A WAIVER.**

7. **MARIAN HOUSE, INC.** **\$ 81,573.52**

Account: 4000-496314-3573-591219-603051

On March 12, 2014, the Board approved an advance to the organization in the amount of \$36,454.98. This award in the amount of \$81,573.52 makes the total contract amount \$118,028.50. The prior Contract No. was 35636. The new Contract No. is 36293. Marian House, Inc. will provide housing assistance and support services to 15 families or individual adults. The period of the Agreement is April 1, 2014 through March 31, 2015.

The Agreement is late because of the delay in the receipt of funding from the U.S. Department of Housing and Urban Development.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

MOHS - cont'd

**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

10/08/2014

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

The Board is requested to approve and authorize execution of the Head Start Agreements with the delegate agencies for the various Head Start Programs. The period of the Agreement is July 1, 2014 through June 30, 2015.

- 1. **METRO DELTA EDUCATIONAL PROGRAMS, INC./METRO DELTA HEAD START PROGRAM** **\$1,721,250.00**

Account: 4000-486315-6051-516300-603051

Under the terms of this agreement, the organization will provide Head Start services to 255 children and their families in Baltimore City. On June 25, 2014, the Board approved a two-month advance in the amount of \$344,250.00. This makes the total contract amount \$2,065,500.00.

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

OF THE TOTAL CONTRACT AMOUNT OF \$2,065,500.00, \$1,883,619.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET ON THE NON-EXEMPT AMOUNT OF \$181,881.00.

<b>MBE:</b> Sue Ann's Office Supply, Inc.	\$ 6,850.00	0.33%
E. Jackson & Son, Inc.	9,500.00	0.46%
Rufus Ingram, P.A.	18,000.00	0.87%
Abrams, Foster, Nole & Williams, P.A.	<u>16,000.00</u>	<u>0.77%</u>
<b>Total</b>	<b>\$50,350.00</b>	<b>2.43%</b>

**WBE:** None listed

**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

AGENDA

BOARD OF ESTIMATES

10/08/2014

MOHS - cont'd

- 2. UNION BAPTIST CHURCH-SCHOOL, INC./ \$1,181,250.00  
 UNION BAPTIST/HARVEY JOHNSON HEAD  
 START PROGRAM

Account: 4000-486315-6051-516000-603051

Under the terms of this agreement, the organization will provide Head Start services to 175 children and their families in Baltimore City. On June 25, 2014, the Board approved a two-month advance in the amount of \$236,250.00. This makes the total contract amount \$1,417,500.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

**OF THE TOTAL CONTRACT AMOUNT OF \$1,417,500.00, \$1,251,462.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET ON THE NON-EXEMPT AMOUNT OF \$166,038.00.**

<b>MBE:</b> B&B Lighting Supply, Inc.	\$ 2,500.00	1.5%
Rufus Ingram, P.A.	16,200.00	9.8%
Sue Ann's Office Supply, Inc.	\$14,000.00	8.4%
Time Printers	2,000.00	1.2%
L&J Waste Recycling	4,474.00	2.9%
<b>Total</b>	<b>\$39,174.00</b>	<b>23.8%</b>

**WBE:** Expressly Yours, Gloria Inc. \$ 2,000.00 1.2%

**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

AGENDA

BOARD OF ESTIMATES

10/08/2014

MOHS- cont'd

- 3. **DAYSPRING PROGRAMS, INC./DAYSPRING HEAD START PROGRAM** **\$2,220,750.00**

Account: 4000-486315-6051-515600-603051

Under the terms of this agreement, the organization will provide Head Start services to 329 children and their families in Baltimore City. On June 25, 2014, the Board approved a two-month advance in the amount of \$444,150.00. This makes the total contract amount \$2,664,900.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

**OF THE TOTAL CONTRACT AMOUNT OF \$2,664,900.00, \$2,493,776.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET ON THE NON-EXEMPT AMOUNT OF \$171,124.00.**

<b>MBE:</b> Charm City City Caterers, Inc.	\$260,000.00	9.76%
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<b>WBE:</b> Sue Ann's Office Supply, Inc.	\$ 2,500.00	0.09%
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**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

The Head Start Agreements are late because of delays in the administrative review process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Mayor's Office of Human Services (MOHS) - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Ms. Marilyn Stack-Gill. The period of the agreement is July 1, 2014 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$15,480.00 - 4000-486315-6051-452200-603018

**BACKGROUND/EXPLANATION:**

Under the terms of this Consultant Agreement, Ms. Stack-Gill will implement the requirements of the Head Start Federal performance standards for services to all children with suspected and documented disabilities and their families. She will review, analyze, and access data related to disabilities in COPA and other databases, complete a needs assessment in the area of disabilities for each of the three Baltimore City Head Start Program (BCHS) to assure that current best practices are in place. In addition, Ms. Stack-Gill will provide the BCHS with a longitudinal review of progress in the area of disabilities for pre and post review. Based on the results of the needs assessment report, she will develop appropriate training programs for staff and families related to disabilities.

The Consultant Agreement is late because of delays in the administrative review process.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Department - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Ms. Pamela Klecan for expenses incurred on April 2, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$35.00 - 5000-533114-3044-273300-603003  
(Parking)

**BACKGROUND/EXPLANATION:**

The expense statement for Ms. Klecan's trip on April 2, 2014 was submitted in a timely manner. However, due to an oversight, the expense statement was misplaced. Therefore, the Department is requesting approval of this expense.

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

The Department apologizes for the lateness.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Department - Agreements and Amendment to Agreement

The Board is requested to approve and authorize execution of the various Agreements and an Amendment to Agreement. The period of the agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

AGREEMENTS

- 1. **GREATER MONDAWMIN COORDINATING COUNCIL, INC.** **\$ 297,500.00**

Account:	4000-430512-3160-308600-603008	\$ 103,000.00
	5000-569414-3160-308600-603051	\$ 162,256.00
	6000-619514-3160-308600-603051	\$ 32,244.00

The organization will continue to administer Safe Streets Program services in the Greater Mondawmin area using the CeaseFire Chicago model and all its components with fidelity. The five components to the model are as follows: Community Mobilization, Public Education, Cooperation with Law Enforcement, Outreach, and Faith-based involvement.

The Agreement is late because it was recently received.

**MWBOO GRANTED A WAIVER.**

- 2. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM)** **\$2,450,628.00**

Account: 4000-42115-3080-294600-603051

The HCAM will continue to assist Baltimore City residents in accessing comprehensive health care services. The HCAM works closely with Managed Care Organizations to assist Medicaid/Medicaid eligible clients obtain proper and adequate health care services through their insurance and serve as a local resource for information to eligible residents in Baltimore City.

The Agreement is late because budget revisions delayed its processing.

**MWBOO GRANTED A WAIVER.**



AGENDA

BOARD OF ESTIMATES

10/08/2014

Health Department - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 276,301.00**

Account: 4000-422514-3030-271500-603051

The JHU will provide Sexually Transmitted Disease (STD) services with the emphasis on surveillance and data management. The surveillance manager and the epidemiologist will complete all reports required for internal management, external funding agencies, as well as responding to custom queries. The period of the Agreement is January 1, 2014 through December 31, 2014.

The Agreement is late because of a programmatic oversight and the need to obtain an acceptable budget and scope of services.

**MWBOO GRANTED A WAIVER.**

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 24,695.00**

Account: 4000-424515-3023-599622-603051

The JHU Pediatric & Adolescent HIV/AIDS Program will provide oral health services for underinsured and uninsured HIV infected children, adolescents and young adult clients living with HIV/AIDS.

5. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 30,606.00**

Account: 4000-424515-3023-599631-603051

The JHU will facilitate uninterrupted access to a comprehensive and coordinated continuum of developmentally appropriate HIV, health and social services for the increasing number of underinsured and uninsured children, youth, adolescents and young adults infected and affected by HIV/AIDS.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Dept. - cont'd

The Agreements (item nos. 4 & 5) are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

**6. BALTIMORE HEALTHY START, INC. (BHS) \$ 337,600.00**

Account: 5000-530015-3080-595800-603051

The BHS will provide services in the area of Healthy Families America (HFA). The goal of the HFA is to systematically reach out to parents and caretakers in the community to offer resources and support based on their strengths and individual circumstances, in order to promote healthy childhood growth and development to ultimately build the foundation for strong family functioning.

The BHS will provide case management services for high risk women in targeted census tracts in Baltimore City and conduct home visits in the communities of Forest Park/Walbrook, Southern Park Heights/Ashburton/Dorchester, and Morrell Park/Violetville. The period of the Agreement is July 1, 2014 through June 30, 2015.

The Agreement is late because budget revisions delayed its processing.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/08/2014

Health Dept. - cont'd

- 7. UNIVERSITY OF MARYLAND, BALTIMORE \$ 72,750.00

Account: 4000-499014-3023-513200-603051

The University of Maryland, Baltimore will provide HIV prevention services to youth by providing HIV testing and counseling, linkage to care and outreach services. The period of the agreement is January 1, 2014 through December 31, 2014.

**MWBOO GRANTED A WAIVER.**

The Agreement is late because it was recently received and because of a delay in receiving an acceptable budget and scope of services.

- 8. LIVING CLASSROOMS FOUNDATION, INC. \$232,756.00

Accounts: 4000-430512-3160-308600-603008	\$103,000.00
5000-569414-3160-308600-603051	\$112,000.00
6000-619514-3160-308600-603051	\$ 17,756.00

The organization will provide the Safe Streets program to stop or, if that is not possible, reduce the shootings and killing occurring in Baltimore City. The five components to the model are: community mobilization, public education, cooperation with Law Enforcement, outreach and faith-based involvement. Services will focus on what has shown to be the most effective in reducing shootings and homicides in Baltimore.

**MWBOO GRANTED A WAIVER.**

The Agreement is late because it was requested late in the fiscal year.

AGENDA

BOARD OF ESTIMATES

10/08/2014

Health Dept. - cont'd

- 9. **PLANNED PARENTHOOD OF MARYLAND, INC. \$200,000.00**  
**(PPM)**

Account: 5000-530015-3080-595800-603051

The PPM will continue to deliver the Preconception Care Program as an integrated part of family planning visits, provide no-cost nutrition and wellness information to clients through various channels, and work with B'more Fit for Healthy Babies coalition to support the goals of the project. The PPM will work to educate the public on the benefits of Long-acting Reversible Contraceptive (LARC) methods and promote the LARC's methods as appropriate. In addition, the PPM will continue the public awareness campaign with the focus on dispelling myths about the LARC and continue community outreach to promote program activities through community outreach programs.

**MWBOO GRANTED A WAIVER.**

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

- 10. **FAMILY HEALTH CENTERS OF BALTIMORE, INC. \$129,308.00**  
**(FHCB)**

Accounts: 4000-430512-3160-308600-603008	\$ 30,000.00
5000-569414-3160-308600-603051	\$ 74,308.00
6000-619514-3160-308600-608600	\$ 25,000.00

The organization will continue to implement the Safe Streets Program Maintenance Model in Cherry Hill. The FHCB will use the Cure Violence (formerly CeaseFire) techniques with fidelity. The Cure Violence/Safe Streets model is a public derived strategy aimed at reducing gun violence. The target populations are individuals at high risk in involvement in shootings and killings in and around Baltimore City Police Post 924.

The Agreement is late because revisions delayed processing.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Dept. - cont'd

AMENDMENT TO AGREEMENT

11. <b>HEALTHY TEEN NETWORK, INC. (HTN)</b>	<b>\$ 14,475.52</b>
Account: 6000-626614-3080-292303-603318	\$ 10,000.00
6000-626614-3080-292302-603318	\$ 4,475.52

On March 26, 2014, the Board approved the original Agreement with the HTN in the amount of \$16,750.00 for the period of January 30, 2014 through September 30, 2014. This Amendment to the Agreement will increase the award by \$14,475.52 to allow the HTN to provide additional Teen Pregnancy Prevention Initiative services. The total award amount will be \$31,225.52. All other terms and conditions of the original agreement remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Department - Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Injury Prevention and Control for the Project titled: Dating Matters Initiative in Baltimore. The period of the NOA is September 1, 2014 through August 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$350,000.00 - 4000-428515-3160-271400-404001

**BACKGROUND/EXPLANATION:**

Under the terms of this NOA, the funds will be used for the project titled, "Dating Matters Initiative in Baltimore." The goal of the project is to promote respectful, nonviolent dating relationships among youth in high-risk urban communities. This program will focus on the 11-14 age groups.

Two models of teen dating violence prevention (standard and comprehensive) will be implemented and evaluated to determine the effectiveness, feasibility, and sustainability of these approaches in high-risk urban communities.

The NOA is late because it was recently received.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Department - Amendment No. 2 to Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Amendment No. 2 to the Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Environmental Health (NCEH). This revision extends the project period through December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

No additional funding is associated with this action.

**BACKGROUND/EXPLANATION:**

On April 9, 2014, the Board approved the terms and conditions of the Revised NOA to approve the carryover funds in the amount of \$75,229.00 from the 02 year to the 03 year.

This Amendment No. 2 to the NOA will provide a four-month no-cost extension, as recommended by the NCEH Program Officer, and changes the budget and project period from August 31, 2014 to December 31, 2014.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

(The terms and conditions of the Amendment No. 2 to Notice of Award have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Department - Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a Grant Award from the Maryland Family Network. The period of the grant award is October 1, 2014 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$393,300.00 - 4000-475915-3080-294600-404001

**BACKGROUND/EXPLANATION:**

Under the terms of this grant award, the Health Department will utilize the funds to support center and home-based Early Head Start services for 46 pregnant women, children aged 0 to 3 years and their families in Baltimore City.

The Grant Award is late because the budget was just confirmed on September 23, 2014.

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Health Department - Amendment No. 4 Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 4 to a Notice of Grant Award from the Corporation for National and Community Service for the Retired and Senior Volunteer Program.

**AMOUNT OF MONEY AND SOURCE:**

\$2,500.00 - 4000-423415-3110-569000-404001

**BACKGROUND/EXPLANATION:**

On July 23, 2014, the Board approved the award in the amount of \$95,736.00 for the budget period July 1, 2014 through June 30, 2015.

This amendment includes a one-time increase of \$2,500.00 for a total FY 2014 award of \$98,236.00.

The Amendment No. 4 to Notice of Grant Award is late because it was delayed during the administrative review process.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

(The Special Conditions of the Amendment No. 4 to Grant Award have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Mayor's Office of Economic & - Inter-Governmental Agreement  
Neighborhood Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Inter-Governmental Agreement with the Maryland State Department of Human Resources' Family Investment Administration, Office of Refugee and Asylees (DHR/MORA). The period of this Inter-Governmental Agreement is October 1, 2014 through September 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$456,241.00 - 5000-535915-1250-152800-405001

**BACKGROUND/EXPLANATION:**

In June 2012, the City began the Request for Proposal (RFP) process for the Targeted Assistance Grant (TAG) through the Bureau of Purchases. As a result of the RFP, Lutheran Social Services of the National Capital Area was selected as the contractor.

On August 22, 2012, the Board approved the original one-year Inter-Governmental Agreement, with two one-year renewal options. The first renewal of the Inter-Governmental Agreement was approved by the Board on August 21, 2013. This is the second renewal of the Inter-Governmental Agreement for the period October 1, 2014 through September 30, 2015, pending receipt of funds from the Federal Office of Refugee Resettlement (ORR).

The funds for this Inter-Governmental Agreement originate from the Federal Office of Refugee Resettlement (ORR) for the TAG program and are designated for vocational training and employment services for hard-to-place refugees/asylees in the Baltimore Metropolitan area. The Mayor's Office of Immigrant and Multicultural Affairs administers the funds allocated for the

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Mayor's Office of Economic & - cont'd  
Neighborhood Development

Baltimore Metropolitan Area on behalf of the Maryland State  
Department of Human Resources.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with TRF DP8, LLC, Developer. The agreement is effective upon Board approval and termination will be deemed in writing by the Department.

**AMOUNT OF MONEY AND SOURCE:**

\$6,235.84 Revenue - 9950-908092-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on November 22, 2011, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for the Oliver Townhomes constructing 29 townhomes at 1513-1529 E. Preston Street; 1627-1635 E. Preston Street, 1209-1213 N. Bond Street, 1303-1315 N. Bond Street, 1316-1332 N. Bond Street, and 1317-1321 N. Bond Street. The Developer will pay a one-time contribution in the amount of \$6,235.84 to fund the City's multimodal transportation improvements in the project's vicinity.

**MBE/WBE PARTICIPATION:**

N/A

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Transportation (DOT) - First Amendment to Sub-Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Sub-Grant Agreement with the Maryland Department of Transportation (MDOT).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On July 30, 2014, the Board approved a Sub-Grant Agreement with the Maryland Department of Transportation for the DOT to provide assistance and support to the Project in public outreach, planning and design review support for the Project's Preliminary Engineering and National Environmental Policy Act activities as set forth in the original agreement. The City and MDOT have agreed to amend the original agreement in order to delete the requirement for the City to execute certain affidavits and certifications.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Transportation - Extension Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Extension Agreement with the Baltimore Gas and Electric Company (BGE). The period of the extension agreement is October 1, 2014 through March 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The purpose of this agreement is to allow a time extension in order to provide sufficient time for the parties to complete negotiations of a master conduit lease agreement. The parties agree to work in good faith toward an agreement regarding the municipal conduit system by March 31, 2015.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Transportation (DOT) - Resolution

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Resolution authorizing the Director of the DOT to apply for Locally Operated Transit System (LOTS) funding from the Maryland Transit Administration (MTA) of the Maryland Department of Transportation (MDOT).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The DOT currently operates the Charm City Circulator (Circulator) in and around the Central Business District of Baltimore City. Since its inception in January 2010, the Circulator has served over 14,000,000 passengers and ridership continues to grow.

To maintain the service at a high level, a number of features have been put into place to help encourage patronage. User friendly maps, NextBus pylons, and mobile apps that inform riders when to expect the next Circulator, and a grassroots marketing campaign have helped make this free, reliable transit service a success.

As a result of this success, there have been calls for the extension of the current routes and the Circulator's expansion into underserved sections of the City. In light of existing funding constraints, the DOT is applying to the MTA for LOTS funding, a program funded with Federal Transit Administration dollars, to continue operating the Circulator at existing levels of service and expand it into new areas of the City.

The MTA requires its grant applicants to file an approved Authorizing Resolution, stating the applicant's intention to

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

DOT - cont'd

file a grant application, confirming its compliance with the Civil Rights Act of 1964, confirming its ability to provide local share costs, and confirming its intention to use Disadvantaged and/or Minority Business Enterprises. Therefore, the DOT respectfully requests approval of the submitted resolution to bolster the City's application for funds.

**MBE/WBE PARTICIPATION:**

N/A



**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 023 to Whitman, Requardt & Associates under Project No. 1161, On-Call Construction Project Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$99,944.17 - 9950-902412-9506-900010-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for a Senior Construction Inspector for the Frederick Avenue Bridge, TR 20350.

**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.**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$376,762.52	9950-944002-9507	
FED	Constr. Res. -	
	Reserve for Closeouts	
34,201.19	9950-903412-9507	
<u>MVR</u>	Constr. Res. -	
	Frederick Ave. Bridge	
	Over Gwynns Falls	
<b>\$410,963.71</b>	-----	9950-902412-9506-5
		Frederick Ave.
		Bridge Over Gwynns
		Falls

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Transportation - cont'd

This transfer will cover the deficit and fund the costs associated for Task No. 23, Project No. 1161, for On-Call Construction Project Management Services, with Whitman, Requardt & Associates.

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

AGENDA

BOARD OF ESTIMATES

10/08/2014

Department of Public Works/Office - Task Assignment  
of Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 005 to Louis Berger Water Services, Inc. under Project 1405, WC 1244, On-Call Construction Management Assistance Services Inspection Services. The project completion date will expire on June 10, 2017. The duration of this task is approximately 12-months.

**AMOUNT OF MONEY AND SOURCE:**

\$288,729.47 - 9960-905136-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The consultant will provide inspection services for WC 1244 - Patterson Place Neighborhood & Vicinity Water Main Replacements.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/08/2014

Department of Public Works/Office - Task Assignment  
of Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 003 to Whitman Reuardt & Associates/Gannett Fleming JV under Project 1403, WC 1262, On-Call Construction Management Assistance Services Inspection Services. The project completion date will expire on May 13, 2017. The duration of this task is approximately 24-months.

**AMOUNT OF MONEY AND SOURCE:**

\$710,750.19 - 9960-905136-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The consultant will provide inspection services for WC 1262 - East Baltimore Midway Neighborhood & Vicinity Water Main Replacements.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

Department of Public Works/Office - Task Assignment  
of Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 015 to Moffatt & Nichol under Project 1154.1, On-Call Storm Water Study and Engineering Design Services. The project completion date will expire on November 8, 2015. The duration of this task is approximately five-months.

**AMOUNT OF MONEY AND SOURCE:**

\$299,897.94 - 9958-944010-9520-900020-705032

**BACKGROUND/EXPLANATION:**

This task will involve the inspection, serviceability assessment and structural assessment of 8,000 linear feet of the Harris Creek Diversion Drain, under SCD 7768-Harris Creek Drainage Improvements, to determine the impacts of failure and the structural condition of the segments of the drain to determine a plan for maintenance and rehabilitation as part of a Capital Improvement Project.

The study area begins at the intersection of Eager Street and Wolfe Street, traveling east along Eager Street, turning south along Chester Street, turns east along Monument Street, and turns south along Lakewood Avenue. The study area terminates within the limits of Patterson Park, approximately 1,100 feet south of Baltimore Street. The drain within the study area consists of a ten foot diameter, brick and mortar drain built between 1882 and 1888.

The task will involve the determination of a failure impact rating score, completion of a study area surface investigation, development of an inspection plan, completion of an electronic drain inspection, completion of a walk-through drain inspection, completion of a serviceability assessment, determination of a drain condition rating score and completion of a maintenance and rehabilitation plan of the drain within the limits of the study area.

AGENDA

BOARD OF ESTIMATES

10/08/2014

Dept. of Public Works - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 30,000.00	9958-909407-9526	
Utility Funds	Constr. Res. Large	
	Stormwater BMP	
300,000.00		
<u>State Constr.</u>	-----	
<b>\$330,000.00</b>		
\$300,000.00	-----	9958-944010-9520
		Construction
<u>30,000.00</u>		9958-944010-9520
		Administration
<b>\$330,000.00</b>		

This transfer will cover the engineering costs under Project 1154.1 Task 15 to support construction contract SDC 7768-Harris Creek Drainage Improvements, utilizing available funding through FY 12 County Transportation Bonds. The Board's approval will also serve as the City's approval to the original bond schedule.

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

Department of Public Works - Memoranda of Understanding

The Board is requested to approve and authorize execution of a Memoranda of Understanding. The period of the memorandum of understanding is effective upon Board approval until both constructions are complete.

The Department of Public Works is entering into a Memoranda of Understanding with the listed organizations during the construction phase of WC 1173 and WC 1120 once Notice to Proceed has been issued by the Office of Engineering and Construction.

1. **THE GUILFORD ASSOCIATION, INC. (GUILFORD) \$ 0.00**

The Department of Public Works agrees to provide to Guilford for review and comments noise and dust control plans and landscape plans.

Guilford will submit comments to the Department of Public Works within seven calendar days. The construction will be conducted during daylight hours and will provide a copy of the approved construction schedule for information purposes. The access to the site will be solely by use of Old Cold Spring Lane. Periodically over the duration of the project, construction activities will take place along Millbrook Road and Reservoir Lane and also along the reservoir embankment adjacent to these streets. During the latter periodic construction periods, construction site access will be from Cold Spring Lane and Old Cold Spring Lane. No contractor access or contractor parking will be permitted on streets located within Guilford Streets.

2. **LOYOLA UNIVERSITY OF MARYLAND, INC. \$ 0.00**

This area will be used for parking for the university's students. The property adjacent to Old Cold Spring Lane is defined as the triangular shaped property (Parcel) that is bordered by Cold Spring Lane to the North, Old Cold Spring Lane to the South and Underwood Road to the East.

DPW - cont'd

**MBE/WBE PARTICIPATION:**

N/A

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



Department of Public Works - Rescission of Change Order**ACTION REQUESTED OF B/E:**

The Board is requested to Rescind approval of Change Order No. 1, to Balfour Beatty Infrastructure, Inc. (formerly known as Fru-Con Construction), for SC 845R, Nitrification Filters and Related Work for the Enhanced Nutrient Removal Facility at Back River Wastewater Treatment Plant.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On August 21, 2013, the Board approved Change Order No. 1. At the time of approval, the action requested was to provide an additional 24 contract calendar days to be added to the S.C. 845R contract, extending the required completion date from February 28, 2015 to March 24, 2015. Balfour Beatty Infrastructure, Inc. (formerly known as Fru-Con Construction) was presented with the approved changed order to ratify and return the executed change order. By refusing to sign the change order, the Contractor rejected the revised terms of the contract. Accordingly, rescission of Change Order No. 1 is required.

AGENDA

BOARD OF ESTIMATES

10/08/2014

Department of Public Works - Amendment No. 3 to Agreement  
Office of Engineering and  
Construction

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with MWH Americas, Inc./Louis Berger Water Services, Inc., Joint Venture, for Project 1112, Wet Weather Consent Decree Compliance and Program Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$6,469,599.66 - Various Accounts

**BACKGROUND/EXPLANATION:**

On March 8, 2011, the Board approved the original agreement with MWH Americas, Inc./Louis Berger Water Services, Inc., in the amount of \$11,837,080.95 for the a three-year period ending on March 7, 2014.

On December 19, 2012, Amendment No. 1 was approved in the amount of \$11,800,234.68. On March 5, 2014, Amendment No. 2 was approved, extending the agreement for one year until March 7, 2015 with no increases to the upset limit. This amendment will provide funding for the fourth year of the contract through March 7, 2015, which was not funded through Amendment No. 2, so that the Joint Venture can continue to provide services. Services will include developing an integrated planning framework, updating a hydraulic model and using the model to determine the optimal level of protection for capacity improvement projects, assistance with the implementation of the Utility Asset Management Division and Program Management for the Water Replacement Program. This amendment will bring the total upset limit for this Agreement to \$30,106,915.30.

Office of Engineering - cont'd  
Construction

**MBE/WBE PARTICIPATION:**

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

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

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

AGENDA

BOARD OF ESTIMATES

10/08/2014

Department of Public Works/ - Agreement  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Brown and Caldwell, for Project 1185.1.1, WC 1318, Small Water Main Replacement and Rehabilitation Design at Various Locations FY 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$705,000.00 - 9960-911610-9557-900020-703032

**BACKGROUND/EXPLANATION:**

The Consultant will provide engineering services for the development of contract documents for the replacement and rehabilitation of small diameter water distribution mains and appurtenances in the designated areas as identified by the City. The Consultant was approved by the Architectural and Engineering Awards Commission.

**MBE/WBE PARTICIPATION:**

This agreement contains the following participation:

<b>MBE:</b>	Dhillon Engineering	\$ 49,065.72	6.96%
	DM Enterprises of Baltimore, LLC	21,000.00	2.98%
	EBA Engineering, Inc.	112,068.85	15.90%
	Findling, Inc.	12,082.58	1.71%
		<u>\$194,217.15</u>	<u>27.55%</u>
<b>WBE:</b>	J.A. Rice, Inc.	\$ 64,546.05	9.16%
	Sahara Communications, Inc.	6,000.00	0.85%
		<u>\$ 70,546.05</u>	<u>10.01%</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.)

Bureau of Water and Wastewater - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS</u>
\$800,000.00	9960-909100-9558	
Water Revenue	Constr. Reserve	
Bonds	Water Infrastruc-	
	ture Rehabilitation	
\$705,000.00	-----	9960-911610-9557-3
		Engineering
95,000.00	-----	9960-911610-9557-9
<u>\$800,000.00</u>		Administration

The transfer will provide funds to cover the costs associated with Project 1185.1.1, Small Main Replacements and Rehabilitation.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

62 - 64

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

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

AGENDA

BOARD OF ESTIMATES

10/08/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

1.	B50003575, On-Call Roofing Services	Big Boss Construction, LLC	\$ 600,000.00
		CitiRoof Corporation	600,000.00
		Simpson of Maryland, Inc.	400,000.00
		Autumn Contracting, Inc.	400,000.00
	(Dept. of General Services)		<u>\$2,000,000.00</u>

On April 29, 2014 it was determined that no goals would be set to encourage small business to bid as prime contractors.

**MWBOO GRANTED A WAIVER.**

2.	B50003704, Brush Chipper	Security Equipment Co.	\$ 75,580.00
	(Dept. of General Services)		

**MWBOO GRANTED A WAIVER.**

3.	B50003705, Sprinter Cargo Van	Contemporary Motor Cars, Inc.	\$ 47,743.85
	(Dept. of General Services)		

**MWBOO GRANTED A WAIVER.**

4.	B50003693, Hook Lift Trucks in Two Configurations	Harbor Truck Sales & Service, Inc. d/b/a Baltimore Freightliner	\$ 284,196.00
	(Dept. of General Services, Fleet Management)		

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/08/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

5.	B50003731, O.E.M. Parts and Service For UD Trucks	Norris Chesapeake Truck Sales, LLC	\$ 500,000.00
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(Dept. of General  
Services, Fleet  
Management)

**MWBOO GRANTED A WAIVER.**

6.	B50003733, CharmTV Studio Upgrade Equipment	Contract Video Specialists, Inc.	\$ 269,649.46
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(Mayor's Office of  
Cable and  
Communications)

**MWBOO GRANTED A WAIVER.**

7.	B50003732, Flottweg Z- 73 Centrifuge Hydraulic Back Drive	Centrisys Corporation	\$ 88,610.00
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(Dept. of Public  
Works, Water &  
Wastewater)

**MWBOO GRANTED A WAIVER.**

Department of Public Works

8.	RP 11821, Caroline & Hoffman Park Basketball Improvements	The American Asphalt Paving Co., LLC	\$ 95,585.00
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<b>MBE:</b> Priority Construction Corp.	\$10,200.00	10.34%	
Powell's Trucking Company, Inc.	2,200.00	2.23%	
	<u>\$12,400.00</u>	<u>12.57%</u>	



AGENDA

BOARD OF ESTIMATES

10/08/2014

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works

<b>WBE:</b> Barbies Recycling & Hauling, Inc.	\$ 1,200.00	1.21%
William T. King, Inc.	<u>2,500.00</u>	<u>2.53%</u>
	<b>\$ 3,700.00</b>	<b>3.74%</b>

MWBOO FOUND VENDOR IN COMPLIANCE.

9. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 100,000.00 State	9938-902791-9475 Park & Playgrounds Renovation FY10 - Reserve	
\$ 100,000.00	-----	9938-903791-9474 Park & Playgrounds Renovation FY10 - Active

AGENDA

BOARD OF ESTIMATES

10/08/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

1. DAZSER-BAL CORP. DBA  

JANI-KING OF BALTIMORE	\$10,248.00	Renewal
------------------------	-------------	---------

Solicitation No. B50002590 - Janitorial Services - Enoch Pratt Free Library - Branch #14 - Req. No. P521483

On September 25, 2012, the City Purchasing Agent approved the initial award in the amount of \$10,248.00. The award contained three 1-year renewal options. On September 10, 2013, the City Purchasing Agent approved the first renewal in the amount of \$10,248.00. This renewal in the amount of \$10,248.00 is for the period November 1, 2014 through October 31, 2015, with one 1-year renewal option remaining.

2. DAZSER-BAL CORP. DBA  

JANI-KING OF BALTIMORE	\$14,568.00	Renewal
------------------------	-------------	---------

Solicitation No. B50002580 - Janitorial Services - Enoch Pratt Free Library - Branch #8 - Req. No. P521482

On September 25, 2012, the City Purchasing Agent approved the initial award in the amount of \$14,568.00. The award contained three 1-year renewal options. On September 18, 2013, the City Purchasing Agent approved the first renewal in the amount of \$14,568.00. The renewal in the amount of \$14,568.00 is for the period November 1, 2014 with one 1-year renewal option remaining.

3. THERMO FISHER SCIENTIFIC,  

INC. DBA DIONEX CORP.	\$10,000.00	Renewal
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Solicitation No. B50002587 - Dionex Supplies - Department of Public Works - Req. No. P521522

On September 26, 2012, the City Purchasing Agent approved the initial award in the amount of \$6,000.00. The award contained two 1-year renewal options. On August 22, 2013, the City Purchasing Agent approved the first renewal in the amount of

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

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

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

\$6,000.00. On October 7, 2013, the City Purchasing Agent approved an increase in the amount of \$6,000.00. This renewal in the amount of \$10,000.00 is for the period September 29, 2014 through September 28, 2015, with one 1-year renewal option remaining.

- |   |             |          |
|---|-------------|----------|
| 4. ODORITE COMPANY OF<br>BALTIMORE, INC.  | \$35,000.00 | Sole Bid |
| Solicitation No. B50003718 - Cello Green Seal Cleaning Products - MOCON Convention Complex - Req. No. R672024 |             |          |

The period of the award is October 8, 2014 through October 7, 2017 with two 1-year renewal options remaining.

- |  |         |         |
|--|---------|---------|
| 5. PRODUCTS UNLIMITED, INC.  | \$ 0.00 | Renewal |
| Contract No. B50002143 - Vials & Caps - Police Department - Crime Lab - P.O. No. P518493 |         |         |

On October 19, 2011, the Board approved the initial award in the amount of \$26,344.80. The award contained three 1-year renewal options. Two renewals have been approved. This final renewal in the amount of \$0.00 is for the period October 19, 2014 through October 18, 2015. The above amount is the City's estimated requirement.

- |  |         |         |
|--|---------|---------|
| 6. UNIVERSITY SECURITY<br>INSTRUMENTS, INC.                                | \$ 0.00 | Renewal |
| Contract No. B50003047 - Smoke Alarms - Fire Department - P.O. No. P525156 |         |         |

On October 9, 2013, the Board approved the initial award in the amount of \$450,000.00. The award contained five 1-year renewal options. This renewal in the amount of \$0.00 is for the period October 9, 2014 through October 8, 2015, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/08/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

7. CELLMARK FORENSICS, INC.

f/n/a ORCHID CELLMARK, INC.	\$200,000.00	Renewal
Contract No. B50002042 - Outsourcing DNA Lab Work - Police Department - P.O. No. P518606		

On November 2, 2011, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$200,000.00 is for the period November 2, 2014 through November 1, 2015. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

8. FIRST CALL

UNDERCAR SPECIALISTS INC.  
d/b/a MEINEKE CAR CARE

SECOND CALL

SALVO LIMITED PARTNERSHIP  
LLLP

	\$ 0.00	Renewal
Contract No. B50001978 - Motor Vehicle Exhaust System Repairs - Department of General Services - P.O. Nos. P517917 and P517918		

On July 27, 2011, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$0.00 is for the period November 1, 2014 through October 31, 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

10/08/2014

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

9. ITEM #1B

SIVELS TRANSPORTATION,  
INC.

ITEMS #1A & #4A

M.R. HOPKINS TRANSPORTATION  
SERVICES, INC.

ITEMS #3A, #5A & #6A

JUST-4-U TRANSIT, LLC

\$ 0.00	Renewal
---------	---------

Contract No. B50002366 - General Charter Transportation -  
Department of Recreation and Parks, etc. - Req. Nos. Various

On September 19, 2012, the Board approved the initial award in the amount of \$750,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period September 26, 2014 through September 25, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

10. DAZSER-BAL CORPORATION,

D/B/A JANI-KING OF BALTIMORE \$ 29,316.00	Renewal
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Contract No. B50002593 - Janitorial Service - Branches #22 and 10 - Enoch Pratt Library

On October 3, 2012, the Board approved the initial award in the amount of \$29,316.00. The award contained three 1-year renewal options. On September 18, 2013, the Board approved the first renewal in the amount of \$29,316.00. This second renewal in the amount of \$29,316.00 is for the period November 1, 2014 through October 31, 2015, with one 1-year renewal option remaining.

AGENDA

BOARD OF ESTIMATES

10/08/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

11. TASER INTERNATIONAL, INC.	\$1,100,000.00	Renewal
Solicitation No. B50003166 - Tasers and Related Equipment - Police Department - P.O. No. P525657		

On November 6, 2013, the Board approved the initial award in the amount of \$1,500,000.00. The award contained four 1-year renewal options. Subsequent increases have been approved. This renewal in the amount of \$1,100,000.00 is for the period October 30, 2014 through October 29, 2015, with three 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

12. BELTWAY INTERNATIONAL, LLC	\$426,176.00	Increase
Contract No. B50003096 - Flatbed Crane Truck - Department of General Services - P.O. No. P525159		

On October 9, 2013, the Board approved the initial award in the amount of \$218,588.00. On May 28, 2014, the Board approved an increase in the amount of \$218,588.00. This increase in the amount of \$426,176.00 will be used to purchase two trucks which will replace older equipment in the City's fleet as part of Fleet Management's planned replacement program. This increase in the amount of \$426,176.00 will make the total award amount \$863,352.00. The contract expires on October 8, 2014.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/08/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

13. MICROLOG CORPORATION OF		
<u>MARYLAND</u>	<u>\$ 24,000.00</u>	<u>Increase</u>
Contract No. B50003154 - Interactive Voice Recognition System - Department of Transportation - P.O. No. P526789		

On March 19, 2014, the Board approved the initial award in the amount of \$37,000.00. The award contained two 1-year renewal options. This increase in the amount of \$24,000.00 will be used to add ten additional lines to the Towing IVR system. This increase in the amount of \$24,000.00 will make the award amount \$61,000.00. The contract expires May 31, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

14. NIGHTMARE GRAPHICS,		
<u>INC.</u>	<u>\$440,000.00</u>	<u>Increase</u>
Contract No. B50003458 - T-Shirts, Caps & Other Active Wear - Departments of Recreation and Parks, Health, Transportation, Public Works, General Services, etc. - P.O. No. P527514		

On June 4, 2014, the Board approved the initial award in the amount of \$115,580.00. The award contained two 1-year renewal options. This increase in the amount of \$440,000.00 is necessary due to an incorrect estimation of the award, which was based upon the bid amount, rather than the amount of usage over a three-year initial term. This increase in the amount of \$440,000.00 will make the award amount \$555,580.00. The Contract expires on June 3, 2017 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

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

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

15. COLE MEDICAL, INC.	\$ 9,000.00	Increase
Contract No. 07000 - Medical Supplies - Baltimore City Health Department - P.O. No. P520911		

On August 2, 2012, the City Purchasing Agent approved the initial award in the amount of \$6,586.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Due to increased requests from additional programs to use this contract, an increase is necessary to allow the vendor to continue to provide these supplies, while a formal solicitation is advertised and awarded. This increase in the amount of \$9,000.00 will make the award amount \$34,000.00. The contract expires on July 26, 2015. The above amount is the City's estimated requirement.

16. ROCHESTER SOFTWARE ASSOCIATES, INC.	\$ 27,310.00	1 <sup>st</sup> Amendment to Agreement
Contract No. 08000 - RSA Maintenance Agreement - Mayor's Office of Information Technology - Req. No. Various		

The Board is requested to approve and authorize execution of the first Amendment to Agreement with Rochester Software Associates, Inc. The contract expires on June 30, 2017.

On October 9, 2013, the Board approved the initial award in the amount of \$164,323.00. This amendment to agreement is required for the expansion of software and hardware support to include additional products.

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

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



AGENDA

BOARD OF ESTIMATES

10/08/2014

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

17.KINGDOM MANAGED INC.	(Revenue Generating)	1 <sup>st</sup> Amendment to Agreement
Contract No. B50001760 - Manage and Operate the Shake 'N Bake Recreational Facility - Department of Recreation and Parks - P.O. No. P527123		

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Kingdom Managed Inc. The current agreement expires on May 31, 2016, with five 5-year renewal options.

On May 25, 2011, the Board approved the original agreement. This amendment to agreement is required to institute a procedure by which the contractor will notify and seek the approval of the City regarding special events, and to name a new Contract Field Supervisor as the point of contact for the agreement.

**MWBOO SET GOALS OF 8% MBE AND 4% WBE.**

**MBE:** New Baltimore Contractors 8%

**WBE:** True Clean Services 4%

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

Vendor will be given 60 days to cure its MBE/WBE deficits.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Office of the Mayor - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Ms. Mary Pat Fannon for mileage and parking expenses incurred for the period January 8 - 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$618.80 - 1001-000000-1250-152900-603001 Mileage and Parking

**BACKGROUND/EXPLANATION:**

Ms. Fannon has transitioned from serving as a consultant to becoming a contractual employee. The expenses that would generally be submitted on an invoice with no time limitation, now have to be submitted on an expense report, in compliance with the AM manual. The required additional documentation also delayed the request.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Housing and - Community Development Block  
Community Development Grant Agreement (CDBG)

The Board is requested to approve and authorize execution of the various CDBG Agreements. The period of the agreement is July 1, 2014 through June 30, 2015.

1. **CHESAPEAKE CENTER FOR YOUTH DEVELOPMENT, INC. (CCYD)** **\$ 75,000.00**

Account: 2089-208915-5930-703234-603051

The funds will be utilized to subsidize CCYD's operating costs. The CCYD will provide comprehensive employment training and skill development services to low- to moderate-income youth and young adults aged 16-24 primarily residing in the Brooklyn/Curtis Bay area. Services will include job readiness and customized apprenticeship programs, posting job opportunity listings, organizing job fairs that will connect employers to community members, and will support ongoing vocational resource services.

**FOR FY 2015, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00. MBE/WBE GOALS WERE WAIVED.**

2. **WOMEN'S HOUSING COALITION, INC. (WHC)** **\$ 47,310.00**

Account: 2089-208915-5930-437923-603051

Under this agreement, the funds will be used to subsidize the operating costs of the WHC. The organization will provide permanent housing, case management and other support services to low- to moderate-income persons and their children. The WHC serves formerly homeless women age 18 and older, a majority of whom suffer from chronic mental illness, substance abuse and disabilities.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

DHCD - cont'd

**3. ST. AMBROSE HOUSING AID CENTER, INC. \$322,380.00**

Accounts: 2089-208915-5930-436191-603051	\$136,450.00
2089-208915-5930-436191-603051	\$136,490.00
2089-208915-5930-434191-603051	\$ 49,440.00

The organization will provide one-on-one pre-purchase counseling to potential homeowners and one-on-one default housing counseling services to low- and moderate-income persons who are in danger of losing their homes. Services to be provided will also include housing counseling, referrals, and home assessments to match homeowners with existing space in their homes with tenants seeking affordable housing under the Homesharing Program.

**FOR FY 2015, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$110,625.00.**

**MBE: \$29,869.00**

**WBE: \$11,062.00**

On April 30, 2014, 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 2014 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG Agreements effective July 1, 2014 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the Agreement was delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

10/08/2014

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 310 N. Bruce Street (Block 0149, Lot 044) from Mr. Anthony Lesane, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

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

Mr. Lesane has offered to donate title to the property located at 310 N. Bruce Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The listed municipal liens, other than current water bills, will be administratively abated after settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 310 N. Bruce Street are itemized as follows:

Cumulative Real Property Taxes 2014-2015

Total Tax	\$ 953.69
Interest/Penalties	548.68
Other	112.86
Tax Sale Interest	175.22
Miscellaneous Bills	1,813.34
Metered Water (Tax Sale)	0.00
Environmental Citation	1,500.00
Alley Paving Bill	0.00
Rental Registration	<u>959.40</u>
<b>Total Liens</b>	<b>\$6,063.19</b>

AGENDA

BOARD OF ESTIMATES

10/08/2014

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 26 S. Augusta Avenue (Block 2548, Lot 010) from Ms. Catherine Collins, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

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

Ms. Collins has offered to donate title to the property located at 26 S. Augusta Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The listed municipal liens, other than current water bills, will be administratively abated after settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 26 S. Augusta Avenue are itemized as follows:

Cumulative Real Property Taxes 2014-2015

Total Tax	\$ 512.93
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	215.94
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
<b>Total Liens</b>	<b>\$ 728.87</b>

AGENDA

BOARD OF ESTIMATES

10/08/2014

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the properties located at 2932 Woodland Avenue (Block 4793, Lot 017) and 4817 Pimlico Road (Block 4793, Lot 017A) from Tae Yeon Kang owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

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

Tae Yeon Kang has offered to donate title to the property located at 2932 Woodland Avenue and 4817 Pimlico Road. The City will receive clear and marketable title to the property, subject only to certain City liens. The listed municipal liens, other than current water bills, will be administratively abated after settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2932 Woodland Avenue and 4817 Pimlico Road are itemized as follows:

<u>Cumulative Real Property Taxes 2014-2015</u>	
2932 Woodland Avenue	
Total Tax	\$ 2,662.44
Interest/Penalties	1,268.70
Other	62.99
Tax Sale Interest	582.94
Miscellaneous Bills	4,717.26
Metered Water (Tax Sale)	211.97
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
<b>Total Liens</b>	<b>\$ 9,506.30</b>

AGENDA

BOARD OF ESTIMATES

10/08/2014

DHCD - cont'd

Cumulative Real Property Taxes 2014-2015

4817 Pimlico Road

Total Tax	\$ 2,237.74
Interest/Penalties	0.00
Other	51.71
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	295.63
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	<u>0.00</u>
<b>Total Liens</b>	<b>\$ 2,585.08</b>



**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Mr. Efren Sutton, for the sale of the property located at 3912 Belle Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$10,500.00 - Purchase Price, payable at time of Settlement

The City will convey all its rights, title, and interest in the property to Efren Sutton.

**BACKGROUND/EXPLANATION:**

The buyer wishes to purchase the vacant building located at 3912 Belle Avenue for the purpose of rehabbing the property back as a single family home to be used as the principal residence by the buyer. The purchase price and improvements to the site will be financed through private sources.

Baltimore City is authorized to dispose of the Property by virtue of Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code).

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCES:**

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process as follows:

<u>Property Address</u>	<u>Waiver Valuation Value</u>	<u>Purchase Price</u>
3912 Belle Avenue	\$17,750.00	\$10,500.00

The property is being sold to Mr. Efren Sutton for below the waiver valuation price because of the following reasons:

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

DHCD - cont'd

- the renovations will be to the specific benefit to the immediate community.
- this transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood.
- this sale and rehabilitation will return a vacant building to the tax rolls, and
- the property is being sold less than the waiver-determined value because of its conditions, which will require extensive and immediate remediation.

**MBE/WBE PARTICIPATION:**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Mr. Stewart W. Miley, developer, for the sale of the City-owned property located at 3505-3507 Ash Street.

**AMOUNT OF MONEY AND SOURCE:**

\$9,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The project will consist of the City-owned vacant lot to be completely developed for residential use as a single-family detached home for sale to a homeowner at market rate.

The lot will be purchased and developed with private funds.

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

The property was priced at \$19,868.00, pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process and will be sold for \$9,000.00. The property is being sold to Mr. Miley below the price determined by the Waiver Valuation for the following reasons:

- the sale will be a specific benefit to the community is revitalization through the construction of a residential single family occupancy,
- elimination of blight and neighborhood stabilization, and
- economic development, returning the property to productive use and to the active tax rolls of the City of Baltimore.

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Housing and - Fifth Amendatory Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Fifth Amendatory Agreement with Healthy Neighborhoods Inc. (HNI).

**AMOUNT OF MONEY AND SOURCE:**

\$ 60,000.00 - HNI - FY'13 General Obligation Bond  
230,000.00 - HNI - FY'14 General Obligation Bonds  
**\$290,000.00** - 9910-916037-9588-900000-706047

**BACKGROUND/EXPLANATION:**

This is a 5<sup>th</sup> Amendatory Agreement to a Grant Agreement approved by the Board on April 23, 2008, providing the HNI with \$1,000,000.00 through Ordinance 07-513 in General Funds to provide matching loans to qualified homeowners. The First Amendment was approved by the Board in April 2010, permitting \$333,333.00 to be moved to HNI's FY10 Operating Agreement and replenishing it with \$583,333.00 in FY10 General Obligation Bonds.

The Second Amendment was approved by the Board in September 2011, adding \$300,000.00 to the fund and the Third Amendment was approved by Board in December 2011 to extend the time provided to make loans. A Fourth Amendment was approved by the Board in July 2012, adding \$150,000.00 to the Matching Grant Funds. Approval of this Fifth Amendment will replenish the Matching Grant Funds by \$290,000.00 for a total City expenditure of \$1,990,000.00.

Matching Grant Funds are provided to homeowners that use the Healthy Neighborhood Home Improvement Loan product. Eligible buyers must qualify for a minimum of a \$5,000.00 HNI loan product and cannot earn more than 120 percent of the Area Median Income. The Matching Grant is structured as a 2<sup>nd</sup> or 3<sup>rd</sup> deed of trust against the property and is forgiven by 20 percent for each year the owner occupant remains in the property. The borrower is responsible for paying all closing costs including points.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

DHCD - cont'd

All other terms and conditions of the Grant Agreement remain in effect.

The Matching Grant Funds is one of the Healthy Neighborhood Inc.'s most effective tools for building value in stable but under-priced communities. Since its inception, Healthy Neighborhood Inc. has provided over 300 Matching Grants.

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

**TRANSFER OF FUNDS**

<u>AMOUNT/S</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$290,000.00 28 <sup>th</sup> CDB	9910-902935-9587 Healthy Neighbor- hoods, Inc. - Reserve	9910-916037-9588 Healthy Neighborhoods, Inc. - (Matching Grant) GO Bonds

This transfer will move appropriations in accordance with the FY2015 Ordinance of Estimates to support the Healthy Neighborhoods, Inc. Matching Grant.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Housing and - Second Amendment to Land  
Community Development      Disposition and  
Development Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Second Amendment to the Land Disposition and Development Agreement (LDDA) with the Poppleton Redevelopment I, LLC. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

There is no additional cost to the City.

**BACKGROUND/EXPLANATION:**

In 2005, the City awarded a development site in the Poppleton neighborhood to La Cite Development, LLC, which formed the entity Poppleton Development I, LLC. The original LDDA was approved by the Board on September 27, 2006. The LDDA called upon the City to acquire the remaining privately owned 553 properties in the development site, clear the site of structures, and convey the Property to the Developer. The Developer is to construct approximately 1,650 units of new rental and for sale housing and 100,000 square feet of commercial retail space (the Project) in multiple phases.

Community Development Bond Funds totaling \$750,000.00 were approved for transfer by the Board on November 6, 2013, for the purpose of acquisition, relocation and demolition activities associated with the Poppleton Redevelopment Project, in addition to the relocation of utilities on the Phase I site. These funds are held in City Account No. 9910-901780-9588 Poppleton Phase I. A portion of these funds, \$550,000.00, will be paid to the Developer for the removal of utilities from the Phase I site.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

DHCD - cont'd

A First Amendment to the LDDA was approved on April 3, 2013. This First Amendment revised the list of properties to be conveyed, clarified the purchase price of properties and revised the timetable and certain terms for the development of the Project.

This Second Amendment to the LDDA provides the Developer with a nine-month extension in which to close on the properties in Phase IA. The Developer was to close on Phase IA by October 3, 2014. The new date by which closing must occur on Phase IA will be July 3, 2015.

This Second Amendment to the LDDA also revises the list of properties to be conveyed as part of Phase IA. The following properties, which were originally intended to be part of Phase IB, are deleted from Phase IB and added to Phase IA:

- Block 0172 lot 36 - 227 N. Schroeder St.
- Block 0172 lot 37 - 229 N. Schroeder St.
- Block 0172 lot 130 - 224 N. Amity St.
- Block 0172 lot 131 - 222 N. Amity St.
- Block 0172 lot 148A - Descriptive Address

Under the terms of the Agreement the City is responsible for the removal and capping of utilities (BGE, Verizon, and Comcast) on the Phase I properties. Since some of the utility lines serve existing off-site customers, the City is also required to construct new service lines to allow for continued utility service, and pay the utility companies for their cost to reconnect to their customers.

The Developer, however, also needs to install new lines for the utilities necessary to service the new buildings. The Developer



DHCD - cont'd

and the DHCD agree that it would be beneficial and less costly for both parties to have the Developer take responsibility for all the remaining utility work on the site so as not to duplicate certain efforts and costs. The Second Amendment to the LDDA shifts the obligation to remove or cap all utilities and utility poles from the City by the Developer.

In return, the City will pay the Developer a portion of the cost it would have had to pay to remove and relocate the existing utilities. The Developer and the City will share the savings that will result from the fact that the cost of (1) removing and relocating the existing utilities, and (2) installing the new utilities will be less than the cost of doing these two tasks separately. The sum to be paid by the City will be \$550,000.00. The City will contribute to the cost of this work as the work is completed, in proportion to its contribution as a percentage of the agreed upon costs.

The City's obligation to reimburse Developer for the utility removal and relocation will be contingent upon the Developer closing on the Phase 1A properties, and constructing and paying for the utility construction work. Funds will be disbursed *pari passu* with the Developer's private funds that are allocated for utility work.

**MBE/WBE PARTICIPATION:**

The Developer will continue to comply with the City's Minority and Women's Business Enterprise goals as set up in the original Land Disposition and Development Agreement.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve payment by Expenditure Authorization to ServPath. The invoice is for the August 2014 through October 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$4,169.70 - 1001-000000-1474-167700-605008

**BACKGROUND/EXPLANATION:**

ServPath has been providing webhosting services for Baltimore City for several years, however, the City and ServPath were not able to come to an agreement on the terms of a new contract for FY15. As of November 1, 2014, SHI will be taking over hosting duties under PO 514951:319. As ServPath continued providing services to Baltimore City during the contract negotiations, they are due payment.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Bureau of Solid Waste - Ratification of Past Due Invoice

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services and approve payment to KCI Technologies.

**AMOUNT OF MONEY AND SOURCE:**

\$12,329.28 - 1001-000000-5161-389800-603026

**BACKGROUND/EXPLANATION:**

KCI Technologies is used for environmental monitoring and reporting to MDE for Quarantine Road Landfill. However, Woodberry Quarry Landfill was not included on Task 02 of Project 115 - with KCI, but the vendor performed the services without prior Board approval due to potential MDE violations. Proper procedures were not followed, and Board approval was not prepared in accordance with City procedures. All employees have been made aware of how to properly follow procedures. Therefore, it is requested that the Board ratify the services provided and authorize payment to the vendor for outstanding invoices in the amount of \$12,329.28.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Office of the President - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. Robert Curran for period April, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$47.65 - 1001-000000-1000-106500-603025

**BACKGROUND/EXPLANATION:**

Mr. Curran did not submit his cellular billing within the 40-day time limit because of administrative adjustments made during the process. The bill was originally submitted on June 6, 2014 and changes were required and a new calculation method was used since this line was sharing billing with another phone that "piggybacked" on the account.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Office of the President - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with the University of Maryland Foundation, acting on behalf of the Shriver Peaceworker Program. The period of the Agreement is effective upon Board approval through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$12,000.00 - 1001-000000-1000-106300-601029

**BACKGROUND/EXPLANATION:**

Under the Agreement, the City, acting through the Office of the President and the University of Maryland Foundation acting on behalf of the Shriver Peaceworker Program, the City will reimburse the Foundation directly for Peaceworker Fellow Shriver assigned to assist Mr. Kraft.

The Peaceworker Fellow will work 20 hours a week and act as a legislative intern for Mr. Kraft. She will perform legislative research, provide constituent services, provide policy analysis, attend meetings of the City Council Committees, City Council and neighborhood groups as requested, and perform similar tasks as requested by Mr. Kraft.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Human Resources - Group Sales Agreement  
and Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Group Sales Agreement with Residence Inn Marriott and to authorize an expenditure of funds to pay for expenses related to administering the oral portion of the Battalion Fire Chief examination with written component.

**AMOUNT OF MONEY AND SOURCE:**

\$ 918.00 - 3 Junior Suites used as Testing Rooms  
@ \$153.00 per night for (2) nights

7,344.00 - 12 Junior Suites for overnight guests  
@ \$153.00 per night for (4) nights

2,100.00 - 1 classroom style used for training, testing,  
break area and security of test materials  
@ \$700.00 per day for (3)days

1,344.00 - Valet parking for (4) nights x 12 guests  
@ \$28.00 per night

119.50 - Continental breakfast for 10/6 only for 10  
persons @ \$11.95 each

104.83 - Gratuity of 22%

\$ 357.00 - Beverages & Snacks for 10 persons @\$11.90 ea. for  
3 days.

**\$12,287.33**

A 9.5% occupancy tax has already been included in the amounts.

**BACKGROUND/EXPLANATION:**

This is a promotional examination administered every 2 years to comply with the Fire Department's Memorandum of Understanding.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

DHR - cont'd

The Department of Human Resources will administer the Battalion Fire Chief examination to approximately 50 qualified candidates. Seven examiners have been recruited from non-Baltimore City fire jurisdictions to administer the examination from October 06-08, 2014. Some examiners, due to travel distance, will be arriving on Sunday, October 05, 2014. Only those candidates who appear for the multiple choice portion of the exam on Saturday, October 04, 2014 will be scheduled to attend the oral exam the following week. The schedule will be created as the candidates complete the multiple choice test. The expenses are based on the maximum number of candidates appearing. However, the arrangements will be adjusted as necessary after the October 04, 2014 testing.

There will be training for examiners on Monday morning, and a schedule will be created to begin testing candidates Monday afternoon. Each candidate will take a one-hour written component and then a one-hour oral exam inside the hotel's suites. Two panels of three examiners plus a required alternate examiner will be testing candidates possibly through Thursday afternoon.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Minority and Women's Business - MWBOO Annual Participation  
Opportunity Office (MWBOO) Goals

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Annual Participation Goals for the Minority and Women's Business Enterprise Program (MBE/WBE). The goals, which are authorized by the Disparity Study that was completed in 2014, will be in effect until June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

In accordance with Article 5, Subtitle 28, Sections 28 - 16 and 17 of the Baltimore City Code, the MWBOO is recommending the annual MBE and WBE program goals for Board approval. These are aspirational goals that will aid the City in its ongoing evaluation of the effectiveness of the MBE/WBE Participation Program.

Contract goals will continue to be set for each contract in accordance with a formula that considers the following: (1) the availability of businesses that are willing and able to participate on contracts in various industry classifications and professions, (2) the level of utilization of these firms on past City contracts, (3) the contract specifications, and (4) the adverse effect on non-MBE and non-WBE businesses.

MBE Annual Goal - 27%  
WBE Annual Goal - 10%



**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

MWBOO - cont'd

The MWEB00 recommends the following goals and sub-goals for the MBE/WBE Participation Program:

MBE Annual Goal - 27%

Sub-Goals:

African American - 14%

Asian American - 6%

Hispanic American - 6%

Native American - 1%

WBE Annual Goal - 10%

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Baltimore Development - Fourth Amendment to Lease Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Fourth Amendment to the Lease Agreement with the Board of Trustees of the Employees' Retirement System of the City of Baltimore, tenant, for the rental of approximately 16,925 square feet of space, 7,670 square feet of space on the 12<sup>th</sup> and 13<sup>th</sup> floors each + 1,585 square feet on the 8<sup>th</sup> floor for the property known as 7 East Redwood Street. The fourth amendment extends the period of the agreement to November 1, 2014 through October 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$272,949.36

**BACKGROUND/EXPLANATION:**

During lease negotiations for a new five year lease, the tenant expressed concerns about the condition of the heating ventilation and air conditioning system in the building. The systems are currently being upgraded. The tenant agreed to an extension through October 31, 2015 to allow for the completion of the upgrades. The monthly rental payment will be \$22,745.78. Once the upgrades are complete a new five year lease will be presented to the Board for approval.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Baltimore Development - Fourth Amendment to Lease Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Fourth Amendment to the Lease Agreement with the Board of Trustees of the Fire and Police Employees' Retirement System of the City of Baltimore, tenant, for the rental of approximately 16,925 square feet of space, 7,670 square feet of space on the 18<sup>th</sup> and 19<sup>th</sup> floors each + 1,585 square feet on the 8<sup>th</sup> floor for the property known as 7 East Redwood Street. The fourth amendment extends the period of the agreement to November 1, 2014 through October 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$272,949.36

**BACKGROUND/EXPLANATION:**

During lease negotiations for a new five year lease, the tenant expressed concerns about the condition of the heating ventilation and air conditioning system in the building. The systems are currently being upgrade. The tenant agreed to an extension through October 31, 2015 to allow for the completion of the upgrades. The monthly rental payment will be \$22,745.78. Once the upgrades are complete a new five year lease will be presented to the Board for approval.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Space Utilization Committee - Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement with FSP East Baltimore Street, LLC, landlord, for the rental of a portion of the property known as 2 N. Calvert Street, a/k/a 120 E. Baltimore Street, for the rental of approximately 65,328 (partial) 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> floors.

**AMOUNT OF MONEY AND SOURCE:**

	<u>Annual Rent</u>	<u>Monthly Rent</u>
03/10/13 - 3/31/13		\$ 63,785.49
04/01/13 - 3/31/14	\$ 1,078,555.50	\$ 89,879.63
04/01/14 - 8/31/14	\$ 449,398.15 (5 mths.)	\$ 89,879.63
09/01/14 - 3/31/15	\$ 628,782.00 (7 mths.)	\$ 89,826.00
04/01/15 - 3/31/16	\$ 1,143,240.00	\$ 95,270.00
04/01/16 - 3/31/17	\$ 1,143,240.00	\$ 95,270.00
04/01/17 - 3/31/18	\$ 1,143,240.00	\$ 95,270.00
04/01/18 - 3/31/19	\$ 1,273,896.00	\$106,158.00
04/01/19 - 3/31/20	\$ 1,273,896.00	\$106,158.00
04/01/20 - 3/31/21	\$ 1,273,896.00	\$106,158.00
04/01/21 - 3/31/22	\$ 1,404,552.00	\$117,046.00
04/01/22 - 3/31/23	\$ 1,404,552.00	\$117,046.00

Account: 10001-000000-1151-117900-603013

**BACKGROUND/EXPLANATION:**

The leased premises will be used for the offices of the Office of the State's Attorney for Baltimore City. The lease was approved by the Board of Estimates on October 10, 2012, with rent commencement date of March 10, 2013 through March 31, 2023.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Space Utilization Committee - cont'd

The Amendment decreases the square footage from 65,367 to 65,328. The space is being decreased so that it can be used to accommodate certain common area work/upgrades the landlord is performing. All other rental provisions, conditions, and terms of the original agreement will remain in full force and effect.

The Space Utilization Committee approved the Amendment to Lease Agreement on September 23, 2014.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Space Utilization Committee - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with The Peale Center for Baltimore History and Architecture, Inc., Tenant, for the leasing of all that lot of ground and premises known as the Peale Museum, located at 223-225 N. Holliday Street. The period of the Lease Agreement is three years effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - if demanded.

Extension Term - In the event that the annual revenues payable to the tenant from the tenant's operations at the premises exceed \$250,000.00, the tenant will remit to the landlord seven percent of the tenant's net revenues determined on an annual basis.

**BACKGROUND/EXPLANATION:**

The tenant will have access to the building to facilitate a comprehensive study and analysis to determine the feasibility of the Peale's re-use as The Peale Center for Baltimore History and Architecture. The tenant will submit Phase I improvements (stabilization and weatherization of the premises, including the repair or replacement of the windows) and Phase II improvements (construction of improvements for ADA and code compliance for the premises including a second means of egress from auditorium and ADA compliant elevator, bathrooms and interior cosmetic improvements).

The tenant must have a building permit for both phases of improvements including confirmation in writing from the Maryland Historical Trust that rehabilitation is consistent with the Secretary of the Interior standards for the historic character. The tenant must confirm that the tenant agrees to comply with the requirements for participation of MBE/WBE.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Space Utilization Committee - cont'd

During the initial term, the landlord will maintain the interior and exterior of the building, including the foundation, roof, walls, gutters, downspouts, HVAC systems, electrical and plumbing systems, including clogged drains, toilets and sinks for these items which are not being replaced as part of the renovation. The landlord will be responsible for the replacement of the roof, for all utilities, including such services as electric power, heat, sewer and water, snow removal, security and fire insurance. If the tenant meets the requirements of the comprehensive analysis and the Phase I and II improvements, an extension may be extended for 47 years. The initial term and extension cannot exceed 50 years.

During the extension term, the tenant will maintain the interior and exterior of the building, including the foundation, roof, walls, gutters, downspouts, HVAC systems, electrical and plumbing systems, including clogged drains, toilets, sinks unless damage is caused by the sole negligence of the landlord. The tenant will also be responsible for all utilities such as electric power, heat, sewer and water, all upgrades required for the tenant's program such as display fixtures, signage and shelving and storage cabinets for libraries and archives, janitorial services, trash removal, changing of light bulbs and ballasts, snow removal, security and liability insurance. The tenant also agrees that any renaming of the premises will be subject to the City Council's prior authorization. The Schmoke Room is to remain part of the premises, the Schmoke plaque is to remain on the premises in a location agreed by the landlord and tenant. The tenant is to display a plaque supplied by the landlord at the premises honoring the premises as home to "Male and Female Colored School No. 1" in the City of Baltimore on or

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Space Utilization Committee - cont'd

in lobby area of the premises. The tenant will provide first floor exhibit space recognizing the history of the exterior of the premises itself with specific emphasis on premises previously used as City Hall and "Male and Female Colored School No. 1" in Baltimore City.

During the extension term, the landlord will be responsible for fire insurance.

The Space Utilization Committee approved the Lease Agreement on September 23, 2014.

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



AGENDA

BOARD OF ESTIMATES

10/08/2014

PERSONNEL

Department of Human Resources - Personnel Matters

The Board is requested to approve all of the Personnel matters below:

Mayor's Office of Human Services

1. Reclassify the following positions:

Position No. 50338

- a. From: Accountant I  
Job Code: 07356  
Grade: 088 (\$40,917.00 - \$49,573.00)  
  
To: Accountant II  
Job Code: 34142  
Grade: 923 (\$56,100.00 - \$89,900.00)

Position No. 50336

- b. From: Accountant I  
Job Code: 07356  
Grade: 088 (\$40,917.00 - \$49,573.00)  
  
To: Accountant II  
Job Code: 34142  
Grade: 923 (\$56,100.00 - \$89,900.00)

Costs: \$71,670.00 - 6000-685215-3573-267800-601001

Department of Finance

2. Reclassify the following vacant position no. 12083

- From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$59,600.00 - \$95,400.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**PERSONNEL**

Office of Finance - cont'd

To: Budget Management Analyst II  
Job Code: 31304  
Grade: 929 (\$63,300.00 - \$101,200.00)

Costs: \$0.00 - 1001-000000-1411-699800-601001

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an appropriation adjustment order (AAO) to transfer Federal Funds within the Baltimore City Health Department, Service 715 (Health Administration) to the Service 303 (Clinical Services).

**AMOUNT OF MONEY AND SOURCE:**

\$299,737.00 - From: Health Department, Service 715  
4000-400015-3001-568000-404001  
Unallocated Federal Funds

To: Health Department, Service 303  
4000-406315-3030-271500-404001  
Community Approaches to Reducing  
STDs Grant

The source of funds is the grant award from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral, Hepatitis, STDs, and TB Prevention, which was approved by the Board on September 17, 2014.

**BACKGROUND/EXPLANATION:**

The transfer is necessary to fund the reduction of Chlamydia and Gonorrhea infection among adolescents and young adults in Baltimore City through the implementation of community engagement and mobilization methods. Initially, Federal funding was appropriated within an unallocated Federal fund account in the Fiscal 2015 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an appropriation adjustment order (AAO) to transfer Federal Funds within the Baltimore City Health Department, Service 715 (Health Administration) to the Service 308 (Maternal and Child Health).

**AMOUNT OF MONEY AND SOURCE:**

\$1,127,960.00 - From: Health Department, Service 715  
4000-400015-3001-568000-404001  
Unallocated Federal Funds

To: Health Department, Service 308  
4000-469015-3080-294600-404001  
MIECHV Expansion Grant - Family  
Planning and Home Visits

The source of funds is the grant award from the Maryland Department of Health and Mental Hygiene, which was approved by the Board on August 20, 2014.

**BACKGROUND/EXPLANATION:**

The transfer is necessary to expand the current home visiting program. It will open up an additional 120 home visiting slots through the Family League and 50 additional slots through Health Care Access Maryland. Initially, Federal funding was appropriated within an unallocated Federal fund account in the Fiscal 2015 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an appropriation adjustment order (AAO) to transfer Federal Funds within the Baltimore City Health Department, Service 720 (HIV Treatment Services) to Service 715 (Health Administration), and transfer State funds from Service 715 (Health Administration) to Service 720 (HIV Treatment Services)

**AMOUNT OF MONEY AND SOURCE:**

\$1,055,467.00 - From: Health Department, Service 720  
4000-424515-3023-274400-603051  
Clinical Services - HIV  
Communicable Diseases

To: Health Department, Service 715  
5000-500015-3001-599000-603050  
State Unallocated Funds

From: Health Department, Service 715  
5000-500015-3001-599000-603050  
State Unallocated Funds

To: Health Department, Service 720  
5000-569715-3023-274400-405001  
Clinical Services - AIDS  
Case Management Grant

504,524.00 From: Health Department, Service 715  
**\$1,559,991.00** 5000-500015-3001-599000-603050  
State Unallocated Funds

To: Health Department, Service 720  
5000-569715-3023-274400-405001  
Clinical Services - AIDS  
Case Management Grant

BBMR - cont'd

These transfer will fund the full award of \$1,559,991.00. The source of funds is the grant award from the Maryland Department of Health and Mental Hygiene, which was approved by the Board on August 20, 2014.

**BACKGROUND/EXPLANATION:**

The transfer is necessary to fund AIDS case management within Clinical Services. Initially, Federal funding was appropriated within a Federal grant fund in the Fiscal 2015 Ordinance of Estimates, as were the additional State unallocated funds that will fund this grant. There was an over-appropriation of \$1,055,467.00 budgeted there over the actual Federal grant award. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Bureau of Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer State funds within the Mayoralty and Mayoralty-Related services from Service 758 (Coordination of Public Safety Strategy) to Service 125 (Mayoralty).

**AMOUNT OF MONEY AND SOURCE:**

\$91,000.00 - From: 5000-500015 2252-667600-405001  
Service 758 (Coordination of Public Safety Strategy)

To: 5000-535915-1250-152800-405001  
Service 125 (Mayoralty)

The source of funds is a Targeted Assistance Grant (TAG) provided through the Maryland Department of Human Resources (DHR).

**BACKGROUND/EXPLANATION:**

This AAO is requested to transfer funds from unallocated State grants to a State fund grant source with the Mayoralty, based on an award for a TAG from the Maryland DHR. The award totaled \$456,241.00 for Fiscal 2015, or \$91,000.00 greater than the Fiscal 2015 appropriation. The unallocated State funding appropriation was approved as part of the Fiscal 2015 Ordinance of Estimates within a Mayoralty-Related agency, the Mayor's Office of Criminal Justice and can be transferred to the Mayoralty to support this increased grant award.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

Department of Housing and - Lease Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with K.E.Y.S. Development, Inc., Lessee, for the City-owned property located at 906 Washington Boulevard, consisting of 6,203 square feet. The period of the Lease Agreement is April 1, 2014 through March 31, 2019.

**MOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$2,448.00	\$204.00

The annual rent will increase 2% over the previous year's rental rate.

**BACKGROUND/EXPLANATION:**

The City and the lessee have agreed to renew the lease agreement for the property located at 906 Washington Boulevard in the Washington Village neighborhood. The monthly rental for the first year is \$204.00.

Since the original lease, executed in 2012, the lessee has invested over \$40,000.00 in renovations and maintenance to the property. The lessee conducts a successful martial arts program, mentoring program and partners with the local community association so that they may use the property for monthly meetings.

K.E.Y.S. Development, Inc. will be responsible for all maintenance and utility costs associated with occupying the properties.

The Lease Agreement was approved by the Space Utilization Committee on August 26, 2014.

**MBE/WBE PARTICIPATION:**

N/A

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Cynthia Weisel Damonnen Taylor Kenith Ching	Managing Snow for Ice Control Operations Allentown, PA	Gen'l. Funds Snow	\$3,944.34
Oct. 20 - 22, 2014 (Reg. Fee \$995.00 ea.)			

The subsistence rate for this location is \$138.00 per night. The hotel cost is \$99.00 per night plus \$21.78 per night for hotel and occupancy taxes. Each attendee is requesting additional subsistence of \$2.00 for food and incidentals (\$1.00 per day). The additional amount is included in the total.

2. William M. Johnson	Designing Cities Conf. San Francisco, CA Oct. 22 - 25, 2014	General	\$1,551.20
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The Airfare of \$600.20 was prepaid with City procurement card assigned to Dharendra Sinha. Mr. Johnson will be disbursed \$950.80.

Department of Communication Services

3. Charmaine Callahan	E-rate Program 2014 Applicant Training New Orleans, LA Oct. 15 - 17, 2014 (Reg. Fee \$ 0.00)	Internal Service	\$ 980.78
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**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Emergency Management</u>			
4. Donald Gerkin	Risk Threat & Vulnerability Assess Conf. Las Vegas, NV Oct. 22 - 25, 2014 (Reg. Fee \$825.00)	FY13 State Homeland Security Program	\$2,045.04

The subsistence rate for this location is \$163.00 per night. The Hotel cost is \$169.00 per night plus hotel taxes of 20.28 per night. The Department is requesting an additional \$18.00 to cover the cost of hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$492.20 and registration fee in the amount of \$825.00 were prepaid on City purchasing card assigned to Mr. Jim Fischer. Mr. Gerkin will be disbursed \$727.84.

City Council President's Office

5. Bernard C. "Jack" Young* Kenneth Parker* Cailin Benson**	Congress of Cities and Exposition Austin, TX Nov 19-23, 2014 (Reg. Fee \$435.00 ea.* \$610.00**)	General Funds	\$5,230.40
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The subsistence rate for this location is \$191.00 per night. The cost of the hotel is \$209.00 per night plus hotel taxes of \$31.35 per night. The airfare for each attendee and the registration fees in the amount of \$435.00 for Messrs. Young and Parker and \$610.00 for Ms. Benson were pre-paid on a City-issued credit card assigned to Hosea Chew.

The Department is requesting subsistence of \$40.00 per day for meals and incidentals for each attendee and \$18.00 per day to cover the cost of the hotel for Mr. Young and Ms. Benson. Mr. Parker will not require lodging. Mr. Young will be disbursed \$1,181.40, Ms. Benson will be disbursed \$1,181.40, and Mr. Parker will be disbursed \$220.00.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>City Council President's Office - cont'd</u>			
6. Sharon Middleton	2014 NACo Large Area County Caucus Minneapolis, MN Oct. 15 - 17, 2014	Gen'l. Funds Executive Travel	\$ 955.59

The subsistence rate for this location is \$204.00 per night. The hotel cost is \$209.00 plus taxes of \$28.48 on 10/15/2014 and \$199.00 plus taxes of \$27.11 on 10/16/2014. The attendee is requesting additional subsistence of \$5.00 for hotel costs and \$75.00 for food.

7. James Kraft	Greenbuild Conference and International Exposition New Orleans, LA Oct. 21 - 25, 2014 (Reg. Fee \$800.00)	Gen'l. Funds Elected Officials Expense Account	\$2,079.53
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The subsistence rate for this location is \$211.00 per night. The hotel cost is \$229.00 plus taxes of \$34.78. The Department is requesting additional subsistence of \$54.00 to cover the hotel balance and \$40.00 per day for meals and incidentals.

Baltimore City Health Department

8. Jana Goins* Christy Skipper Jacquelyn Duval -Harvey Charles Patrick Chaulk	American Public Health Assoc. 142 <sup>nd</sup> Annual Meeting 142 <sup>nd</sup> Annual Meeting New Orleans, LA Nov. 15 - 19, 2014 Nov. 14 - 18, 2014* (Reg. Fee \$740.00)ea.	Gen. Funds	\$9,223.61
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The hotel cost for Ms. Goins is \$243.00 per night plus an estimated total tax of \$151.37. The subsistence rate for this location is \$211.00 per day. The Department is requesting an additional \$128.00 to cover the balance of Ms. Goins's hotel accommodations. The additional requested funds have been included in the total.

AGENDA

BOARD OF ESTIMATES

10/08/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Health Dept. - cont'd

The hotel cost for Ms. Duval-Harvey is \$245.00 per night plus an estimated total tax of \$156.55. The subsistence rate for this location is \$211.00 per day. The Department is requesting an additional \$136.00 to cover the balance of Ms. Duval-Harvey's hotel accommodations. The additional requested funds have been included in the total.

The hotel cost for Mr. Chaulk is \$219.00 per night plus an estimated total tax of \$133.21. The subsistence rate for this location is \$211.00 per day. The Department is requesting an additional \$32.00 to cover the balance of Mr. Chaulk's hotel accommodations. The additional requested has been included in the total.

The Department has paid the airfare and registration fee for: Ms. Jana Goins in the amount of \$313.20 and \$690.00; Ms. Jacquelyn Duval-Harvey in the amount of \$266.20 and \$685.00; Ms. Christy Skipper in the amount of \$337.70 and \$740.00; and Mr. Charles Patrick Chaulk in the amount of \$535.00 and \$740.00 with a City issued credit card assigned to Ms. Jacquelyn Duval-Harvey.

Therefore, the disbursement amount to each representative will be as follows: Ms. Jana Goins, \$1,343.37; Ms. Jacquelyn Duval-Harvey, \$1,356.55; Ms. Christy Skipper, \$988.08; and Mr. Charles Patrick Chaulk, \$1,229.21.

- |    |                 |  |               |            |
|----|-----------------|--|---------------|------------|
| 9. | Nargis Hussaini | Training of the<br>Trainer Program<br>Las Vegas, NE<br>Nov. 10 - 14, 2014<br>(Reg. Fee \$0.00) | Ryan<br>White | \$1,146.66 |
|----|-----------------|--|---------------|------------|

The airfare for Ms. Hussaini, in the amount of \$305.70, was prepaid on a City procurement card assigned to Ms. Jacquelyn Duval-Harvey. Ms. Hussaini will be disbursed \$840.96.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Dept. - cont'd</u>			
10. Catherine Watson*	Healthy Teen Network Annual Conference	Family Planning	\$2,665.30
Tonya Johnson	Austin, TX Oct. 21 - 24, 2014 (Reg. Fee \$520.00) (*Reg. Fee waived)	Special Needs	

Fire Department

11. Steven Burkhart Jeffrey Dickinson	IADRS Public Safety Conference Panama City, FL Oct. 20 - 25, 2014 (Reg. Fee \$1,135.00 ea.)	General Funds	\$3,742.50
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Department of Public Works

12. Jennifer Ludwig Frances Liu	Itron Utility Week Annual Conference San Antonio, TX Oct. 19-21, 2014 (Reg. Fee \$995.00 ea.)	Water Funds	\$4,622.12
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The subsistence rate for this location is \$176.00 per night. The cost of the hotel is \$239.00 per night plus hotel taxes of \$40.03 per night. The Department is requesting additional subsistence of \$40.03 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals for each attendee.

**AGENDA**

**BOARD OF ESTIMATES**

**10/08/2014**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works - Bureau of Solid Waste</u>			
13. Tonya Simmons	2014 Municipal Waste Management Association Fall Summit (MWMA) San Diego, CA Oct. 15 - 17, 2014	General Funds	\$774.20

The MWMA will cover the costs of hotel and taxes. The Airfare in the amount of \$594.20 was prepaid with City procurement card assigned to Ms. Patricia Murphy. The Department is requesting \$40.00 per day for food. Ms. Simmons will be disbursed \$180.00.

Mayor's Office of Emergency Management

14. Donald Gerkin	Risk Threat & Vulnerability Assess Conf. Las Vegas, NV Oct. 22 - 25, 2014 (Reg. Fee \$825.00)	FY13 State Homeland Security Program	\$2,045.04
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The subsistence rate for this location is \$163.00 per night. The Hotel cost is \$169.00 per night plus hotel taxes of 20.28 per night. The Department is requesting an additional \$18.00 to cover the cost of hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$492.20 and registration fee in the amount of \$825.00 were prepaid on City purchasing card assigned to Mr. Jim Fischer. Mr. Gerkin will be disbursed \$727.84.

AGENDA

BOARD OF ESTIMATES

10/08/2014

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
15. Ernest W. Burkeen, Jr. Robert Wall Gwendolyn Chambers	National Recreation & Parks Association (NRPA) Charlotte, NC Oct. 12 - 17, 2014 Reg. Fee as follows: (Mr. Burkeen - \$624.00) (Mr. Wall - 310.00) (MS. Chambers - \$568.00)	General	\$3,379.00

The subsistence for this location is \$161.00 per night.

Mr. Burkeen will not be seeking any subsistence. He will attend an early Pre-congress Off-site Session on October 12, 2014. Mr. Burkeen will use a City vehicle. His registration fee was paid on EA 000147642.

Mr. Wall will be a presenter at the NRPA. The cost of his hotel is \$149.00 per night plus occupancy taxes of \$22.72 per night. He will use a City vehicle. His registration fee was paid on EA 0001457667. The Department is requesting additional subsistence of \$28.00 per day for food. Mr. Wall will be disbursed \$635.16.

Ms. Chambers will attend a Pre-Congress Off-site Session early on October 13, 2014. The hotel rate for Ms. Chambers is \$159.00 for October 12-13, 2014, plus occupancy taxes of \$24.25 per night and \$189.00 per night for October 14-15, 2014, plus of \$28.82 per night. The Department is requesting additional subsistence of \$56.00 to cover the hotel balance and \$156.00 for meals and incidentals. The airfare in the amount of \$229.70 was paid by a City credit card assigned to Tare Ingram. Her registration was paid on EA 000147642. Ms. Chambers will be disbursed \$1,012.14.

AGENDA

BOARD OF ESTIMATES

10/08/2014

PROPOSAL AND SPECIFICATION

1. Department of General Services - GS 14807, Benton Building  
Exterior Wall Repairs  
**BIDS TO BE RECV'D: 11/26/2014**  
**BIDS TO BE OPENED: 11/26/2014**
  
2. Department of Transportation - TR 14021, Utility Location  
Test Holes & Borings for  
Engineering Projects Citywide  
**BIDS TO BE RECV'D: 11/05/2014**  
**BIDS TO BE OPENED: 11/05/2014**

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED