

NOTICES:

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

a. Anyone wishing to speak before the Board, whether individually or as the spokesperson of an entity must notify the Clerk of the Board in writing no later than by noon on the Tuesday preceding any Board meeting, or by an alternative date and time specified in the agenda for the next scheduled meeting. The written protest must state (1) whom you represent and the entity that authorized the representation (2) what the issues are and the facts supporting your position and (3) how the protestant will be harmed by the proposed Board action.

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

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

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

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

NOTICES - cont'd:

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BOARD OF ESTIMATES' RECESS
AUGUST 5, 2015

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on August 5, 2015.

The Board of Estimates will not receive or open bids on August 5, 2015. The Board of Estimates will reconvene on August 12, 2015.

BOARD OF ESTIMATES' AGENDA - JULY 29, 2015

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

American Tennis Courts, Inc.	\$ 1,500,000.00
E. Pikounis Construction Co., Inc.	\$ 25,254,000.00
Freyssinet, Inc.	\$ 37,386,000.00
Roofing and Sustainable Systems, Inc.	\$ 7,992,000.00
Triple J Construction, Inc.	\$ 1,953,000.00
Ulliman Schutte Construction, LLC	\$621,720,000.00
Vanguard Utility Service, Inc.	\$ 10,584,000.00

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:

Burdette, Koehler, Murphy and Associates, Inc.	Engineer
J.K. Datta Consultants, Inc.	Engineer
KGP Design Studio, LLC	Architect
Kumi Construction Management Corporation	Engineer
Moffatt & Nichol	Engineer
Straughan Environmental, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

07/29/2015

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. Melba D. Evans & Nathan W. Evans (deceased)	4750 Park Heights Ave.	F/S	\$30,000.00

Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.

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

DHCD - Condemnations

2. 400 Business Trust	1546 McKean Ave.	L/H	\$ 4,733.00
3. The Haynes Group, Inc.	1556 McKean Ave.	F/S	\$ 6,000.00

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

4. Anthony Gray & Nathan Carter	4819 Park Heights Ave.	L/H	\$11,250.00
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Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.

TRANSFERS OF FUNDS

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

4 - 6

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works/Office of Engineering & Construction</u>		
1. \$4,771,552.73	9960-907101-9558	
Water Revenue	Constr. Res. Small	
Bonds	Water Mains	
 \$4,089,400.00	-----	9960-908651-9557-6
		Construction
 682,152.73	-----	9960-908651-9557-9
\$4,771,552.73		Administration

The funds are required to cover the cost of TR 08308, Reconstruction of East North Avenue, which was approved for award on July 22, 2015.

Mayor's Office of Information Technology

2. \$ 800,000.00	9903-927007-9117	9903-928007-9116
Gen. Funds	Upgrade City's	Upgrade City's
	Website (Reserve)	Website (Active)

This project will complete the update of the Citywide Website to a new architecture that is fully compatible with mobile devices and allows each agency to manage their own content. The plan includes the migration of the current content of agency pages, training for Content Managers and post-training support for Content Managers. It includes the cost for vendor services and City resources to execute the project plan.

Mayoralty Related/Department of Planning

3. \$ 200,000.00	9904-905795-9129	9904-908795-9127
Gen. Funds	Capital Project	EBDI Active
	Priorities Reserve	

AGENDA

BOARD OF ESTIMATES

07/29/2015

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayoralty Related/Department of Planning - cont'd</u>		
This transfer will provide funds to EBDI for cost associated with capital projects, site improvements, real estate development, and project management activities for the East Baltimore Development Initiatives.		
<u>Department of Housing and Community Development (DHCD)</u>		
4. \$ 32,000.00	9910-995001-9587	9910-905105-9588
28th Comm.	Unallocated Reserve	Planning Department
Dev. Bonds		Monitoring Fees
This transfer will provide funds to the Planning Department's monitoring of development activities account, as well as costs associated with the Urban Design and Architecture Review Panel.		
5. \$2,700,000.00	9910-923019-9587	
General Funds	Baltimore Homeowner	
	Incentive (Reserve)	
\$ 600,000.00	-----	9910-906011-9588
		Employee Homebuying
		Assist
600,000.00	-----	9910-905290-9588
		Live Near Your Work
		Program
500,000.00	-----	9910-910017-9588
		Buy Into Baltimore
		Program
<u>1,000,000.00</u>	-----	9910-907109-9588
\$2,700,000.00		Booster Program V2V

AGENDA

BOARD OF ESTIMATES

07/29/2015

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
This transfer will provide funds for Baltimore Housing's Homeownership Incentive Programs for Fiscal Year 2016.		
<u>Department of Transportation</u>		
6. \$ 75,000.00	9950-920008-9509	
GF (HUR)	Construction Reserve -	
	Highlandtown Complete	
	Streetscape	
75,000.00	" "	
Federal		
<u>\$150,000.00</u>	-----	9950-946003-9508-3
		Design and Study
		Highlandtown St.
		Enhan. TR 14306

This transfer is for design and other related costs for the Project, TR 14306, Highlandtown Complete Streetscape.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with C & F Development, LLC, Tenant, for the rental of the unimproved property, being the southernmost portion of 1701-1715 Poncabird Pass. The period of the agreement is August 1, 2015 through July 31, 2020, with one 5-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>
1-5	\$ 3,356.00
6-10	\$ 3,860.00

The lessee will have the option to renew for one additional five-year term.

BACKGROUND/EXPLANATION:

The leased premises will be used as a motor vehicle parking lot for patrons of the adjoining Ponca Bird Pub and the Snack Shack owned by the Tenant. The Tenant will be responsible for general maintenance of the leased premises, removal of ice, snow and debris and liability insurance. The Space Utilization Committee approved this Lease Agreement on July 14, 2015.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Real Estate - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Department of Health, Tenant, for the rental of a portion of the property known as 3000 Druid Park Drive, Suite 2C, consisting of approximately 1,460 square feet. The period of the Lease Agreement is August 1, 2015 through July 31, 2020, with one five-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$20,440.00	\$1,703.33
2	\$21,257.60	\$1,771.46
3	\$22,107.90	\$1,842.32
4	\$22,992.21	\$1,916.01
5	\$23,911.89	\$1,992.65

Account: 1001-000000-3023-274000-603013

The Tenant will pay minimal rental during the term for a storage room on the basement level. The rental will be \$600.00 annually, \$50.00 monthly.

BACKGROUND/EXPLANATION:

The Tenant will use the leased premises for administrative offices for its Community Risk Reduction Services program. The Landlord will be responsible for all expenses incurred for operating and maintaining the premises including janitorial services.

The Tenant will provide its own telephone and computer services. The Tenant is also responsible for a one-time payment not to exceed \$6,100.00. This amount will cover the installation of a 150' x 84' fence with gate for the storage of approximately three RV vans for program use and for the installation of one dedicated circuit in the hallway of the leased premises, along with one outlet in an interior office.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Real Estate - cont'd

The Department of Health's Community Risk Reduction Services is relocating from 2300 Garrison Boulevard, a privately-owned building and moving to 3000 Druid Park Drive, a City-owned building.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 5** favorable reports by the Planning Commission on July 9, 2015 on Transfers of Funds approved by the Board of Estimates at its meeting on July 1, 2015.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - Notice of Grant Awards, Agreements, and Ratification of Agreement, and Amendment to Agreement

The Board is requested to approve and authorize acceptance of the various Notices of Grant Awards (NGA), and approve and authorize execution of Agreements, and to ratify an Agreement, and an Amendment to Agreement.

NOTICE OF GRANT AWARDS AND COOPERATIVE AGREEMENT

1. **CORPORATION FOR NATIONAL AND COMMUNITY SERVICE** **\$ 95,736.00**

Account: 4000-423416-3110-569000-404001

The Retired and Senior Volunteer Program, has been funded since 1982 by the federal government to manage a Volunteer Program, which serves seniors and retirees throughout the City.

The purpose of this award is to assist the Department in carrying out a national services program as authorized by the Domestic Volunteer Service Act of 1973, as amended (42 U.S.C. Chapter 22). The period of the grant award is July 1, 2015 through June 30, 2016.

2. **ANNIE E. CASEY FOUNDATION** **\$ 30,000.00**

Account: 6000-626315-3080-513201-406001

The grant for Administrative Care Coordination services from the Department of Health and Mental Hygiene was reduced by \$500,000.00 for FY16.

This grant award will be used to close the gap created by the reduction. The Department will contract with HealthCare Access Maryland, Inc. to provide central triage and care

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - cont'd

coordination of Medicaid recipients (including pregnant women and infants). The period of the grant award is July 1, 2015 through June 30, 2016.

The grant award is late because it was received on June 8, 2015 and it was required to go through the Department's internal review process, before submission for the Board.

3. **DEPARTMENT OF HEALTH AND HUMAN SERVICES**

\$1,749,000.00

Account: 4000-480616-3030-294500-404001

This Notice of Grant Award and Cooperative Agreement provides funding to support evidence-based Teen Pregnancy Prevention Program (TPP) services in the City. The U Choose Coalition, led by the Department, intends to decrease the overall teen birth rate of 43.3 per 1,000 teen girls by 30% by the end of the five-year project through reductions in disparities among African American and Hispanic teens, and to ensure sustainable delivery of evidence-based TPP programs in the City. Through this project, the Department in partnership with the City schools and a network of seven Title X clinics, plans to reach 15,890 adolescents aged 12-19 each year with evidence-based TPP programs implemented in middle schools, high schools, and Title X clinics in the City. The Department will implement Project AIM in middle schools, Be Proud! Be Responsible! in high schools and Seventeen Days in the clinics. The period of the budget is July 1, 2015 through June 30, 2016. The project period is July 1, 2015 through June 30, 2020.

The Notice of Grant Award and Cooperative Agreement are late because it was received on July 9, 2015.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - cont'd

4. **THE AARON STRAUS & LILLIE** **\$75,000.00**
STRAUS FOUNDATION, INC.

Account: 6000-626616-3080-292302-406001

The grant for Administrative Care Coordination services from the Department of Health and Mental Hygiene was reduced by \$500,000.00 for FY'16.

This grant award will be used to close the gap created by the reduction in funding. The Department will contract with HealthCare Access Maryland, Inc. to provide central triage and care coordination of Medicaid recipients (including pregnant women and infants) during fiscal years 2015 and year 2016. The period of the grant award is Fiscal years 2015 and 2016.

The grant award is late because it was received on June 8, 2015 and delayed during the Department's internal review process.

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

NOTICE OF GRANT ADJUSTMENT

5. **ASSOCIATION OF FOOD** **\$ 0.00**
AND DRUG OFFICIALS

On January 14, 2015, the Board approved the Grant Award Agreement from the Association of Food and Drug Officials (AFDO) which provided funding to pay travel expenses for two Environmental Health Supervisors to attend the "Managing Retail Food Safety" Training in Richmond, Virginia scheduled for May 11 - 14, 2015.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - cont'd

The training was postponed, and later held on May 12 - 14, 2015 at the Baltimore City Public Safety Training Facility located at 3500 Northern Parkway in Baltimore, Maryland.

Since the grant award was not used for the previous training, the AFDO extended the grant period through August 14, 2015, to allow the two Environmental Health Supervisors to attend the "FDA Central Regional Food Protection Education" Training in Richmond, Virginia on August 12 - 14, 2015.

The extension is late because it was received on June 3, 2015.

AUDITS NOTED THE NO-COST TIME EXTENSION.

CONSULTANT AGREEMENT

6. JAMES MORLICK

\$30,305.00

Account: 1001-000000-3252-316200-603018

Mr. Morlick will assist the Department's CARE Services management and staff with the Agency Information Manager (AIM) web-based client services database and the collection of data and report preparation for the federal fiscal year-end National Aging Program Information System report.

Mr. Morlick will assist with migrating existing CARE Services data to the AIM database. He will provide support and training in transitioning data, meet with CARE Services management and staff to determine and implement any changes or new requirements, and migrate Senior Centers and subcontracted service providers to the AIM system. In addition, Mr. Morlick will provide technical support to Maryland Access Point staff, participate in workgroups

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - cont'd

sponsored by the Maryland Department of Aging, and make recommendations as warranted. The period of the agreement is July 1, 2015 through June 30, 2016.

AGREEMENT

7. THE JOHNS HOPKINS UNIVERSITY (JHU) \$80,753.00

Account: 4000-422515-3030-271500-603051

The JHU, School of Medicine will provide oversight, development, implementation and day-to-day management of the STD Data Evaluation project. The period of the Agreement is January 1, 2015 through December 31, 2015.

The Agreement is late because budget revisions delayed it's processing.

MWBOO GRANTED A WAIVER.

RATIFICATION OF AGREEMENT

8. THE JOHNS HOPKINS UNIVERSITY (JHU) \$35,640.00

Account: 4000-480315-3150-736900-603051

The JHU, School of Medicine provided the services of a Case Manager to perform linkage-to-care and adherence support to persons diagnosed with Hepatitis C Virus at the Department's STD/HIV/TB clinics. The period of the agreement is October 1, 2014 through June 30, 2015.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - cont'd

AMENDMENT TO AGREEMENT

9. UNIVERSITY OF MARYLAND, BALTIMORE \$10,000.00

Account: 5000-520115-3030-702900-603051

On January 28, 2015, the Board approved the original agreement for the period of July 1, 2014 through June 30, 2015, for the amount of \$35,600.00.

The Department received supplemental funding for additional Title X Family Planning services and increased the agreement with the University of Maryland, Baltimore by \$10,000.00 for a total amount of \$45,600.00.

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - Walgreens Community Off-Site
Clinic Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Off-Site Clinic Agreement with Walgreen Co. (Walgreens). The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Under the agreement, Walgreens will donate the vaccine and professional services to flu clinics for uninsured and underinsured adults.

The participants will provide evidence of coverage under a third party insurance or a government funded program (e.g. Medicare). Walgreens will submit the claim for that participant.

Walgreens will also provide flu immunizations at designated community locations in the City. Walgreens will provide the appropriate number of qualified health care professionals and technicians to provide covered vaccine services.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

(The Community Off-Site Clinic Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - Employee Expense Statements

ACTION REQUESTED OF B/E:

The Board is requested to approve the Employee Expense Statements for the following employees.

1. **DRUE HODGETTS** **\$ 20.72**

Account: 1001-000000-3100-295900-603002
January 2015 - Mileage

Ms. Hodgetts misplaced her paperwork and therefore her expense statement was not processed in a timely manner. The Bureau of School Health has instituted measures to ensure that the expense statements are processed on time.

2. **DRUE HODGETTS** **\$ 7.76**

Account: 1001-000000-3100-295900-603002
February 2015 - Mileage

Ms. Hodgetts misplaced her paperwork and therefore her expense statement was not processed in a timely manner. The Bureau of School Health has instituted measures to ensure that the expense statements are processed on time.

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****07/29/2015**

Health Department - Ratification of the Acceptance of the
Updated Unified Funding Document

ACTION REQUESTED OF B/E:

The Board is requested to ratify the acceptance of the Updated Unified Funding Document from the State of Maryland, Department of Health and Mental Hygiene.

AMOUNT OF MONEY AND SOURCE:

<u>Grant Description</u>	<u>Type of Action</u>	<u>Amount of Action</u>	<u>Total Award</u>
Core Public Health Services	Reduction	\$1,057,011.00	\$ 8,245,776.00
Greater Baltimore Asthma Alliance	Reduction	(15,000.00)	\$ 0.00
Children with Special Health Care Needs	Reduction	(271.00)	\$ 28,356.00
Home Visiting Planning Grant	Supplement	12,430.00	\$ 373,695.00
Maryland Million Hearts	Supplement	105,896.00	\$ 105,896.00
HFA Expansion	Supplement	1,127,323.00	\$ 1,127,323.00
Tobacco Enforce, Initiative Support Synar Comp.	Supplement	115,000.00	\$ 115,000.00

AGENDA**BOARD OF ESTIMATES****07/29/2015**Health Department - cont'd

<u>Grant Description</u>	<u>Type of Action</u>	<u>Amount of Action</u>	<u>Total Award</u>
State and Local Public Health Public Actions	Supplement	186,560.00	\$ 186,560.00
Adult Day Care	New	136,753.00	\$ 136,753.00
PWC Eligibility	Supplement	17,100.00	\$ 1,776,427.00
Sexually Transmitted Disease	Supplement	15,000.00	\$ 169,698.00
Immunization-HEP- IAP, HEP-B	Supplement	35,000.00	\$ 779,100.00
No Wrong Door	Supplement	125,400.00	\$ 125,400.00
Climate Change	New	15,000.00	\$ 15,000.00
Partnership for Care	Supplement	75,000.00	\$ 75,000.00
Cancer Prev. Educ., Scrn, Diag - Non- Clinical	Reduction	(14,911.00)	\$ 231,229.00
Cancer Prev. Educ., Scrn, Diag - Clinical	Supplement	512,870.00	\$ 960,397.00

AGENDA**BOARD OF ESTIMATES****07/29/2015**Health Department - cont'd

<u>Grant Description</u>	<u>Type of Action</u>	<u>Amount of Action</u>	<u>Total Award</u>
Cancer Prev, Educ., Scrn, Diag - Admin.	Reduction	(20,837.00)	\$ 31,374.00
Tobacco Use Prev. Community Based	Reduction	(10,245.00)	\$ 89,755.00
School Based	Supplement	27,274.00	\$ 27,274.00
Tobacco Use Enforcement	Supplement	61,406.00	\$ 61,406.00
			\$ 84,302.00
Tobacco Use Cessation	Reduction	<u>(92,755.00)</u>	
Tobacco Use- Administration	Total	\$3,471,004.00	

BACKGROUND/EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administrations with revised Unified Funding awards being issued. The most current Unified Funding Document will be the official award of record.

The updated Unified Funding Document is late due to an oversight. The Department apologizes for the lateness.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Mayor's Office of Employment - Memorandum of Understanding
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Housing Authority of Baltimore City (HABC). The period of the MOU is from June 29, 2015 through July 31, 2015.

AMOUNT OF MONEY AND SOURCE:

\$315,000.00 - 4000-807216-6331-456000-404001

BACKGROUND/EXPLANATION:

The purpose of this MOU is to provide funding for the 2015 summer YouthWorks Summer Jobs program. MOED administers YouthWorks, Baltimore City's summer jobs program connecting young people between the ages of fourteen and twenty-one to five week summer work experiences with the private sector, non-profit, and city and state government employers throughout Baltimore. The HABC desires to participate in the YouthWorks program by providing funding to MOED for the employment of 210 youths over a five week period.

This MOU is late because additional time was necessary to reach a comprehensive understanding that was acceptable by both parties.

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

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

07/29/2015

Dept. of Communications Services - Expenditure of Funds
Municipal Post Office

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment, by Expenditure Authorization, to renew the NCOALink Mail Processing Equipment License from the United States Postal Service (USPS).

AMOUNT OF MONEY AND SOURCE:

\$ 9,040.00 - 2032-000000-1330-158400-605008

BACKGROUND/EXPLANATION:

The Department of Communication Services, Municipal Post Office (MPO), requires renewal of the NCOA Link license from the USPS to continue to provide updated and accurate address information for mail prepared by the MPO on behalf of the City. With accurate addresses on mail and mail addressed in conformance with USPS regulations, the City can reduce mailing costs. The data used to update addresses is the exclusive property of the USPS and can only be obtained through their licensed products.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

07/29/2015

Dept. of Communications Services - Expenditure of Funds
Municipal Post Office

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds, by Expenditure Authorization, to pay Corporate Mailing Services, Inc.

AMOUNT OF MONEY AND SOURCE:

\$ 8,050.00 - 2032-000000-1360-159115-605001

BACKGROUND/EXPLANATION:

Corporate Mailing Services, Inc. provided assistance to the Municipal Post Office in the mailing of the Real Property Tax Bills for 2015-2016.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

07/29/2015

Dept. of Communication Services - Ratification of Services
Municipal Telephone Exchange and Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services provided by Beech Tree Networks Inc. to the Department of Recreation & Parks and authorize payment by Expenditure Authorization. The ratification and payment will cover the services provided for the period September 30, 2014 through June 06, 2015.

AMOUNT OF MONEY AND SOURCE:

\$70,626.00 - 1001-000000-4781-364700-603005

BACKGROUND/EXPLANATION:

Due to a fallen telephone pole transporting a 200 pair overhead cable for voice and data from Mansion House to campus buildings, telephone and data service were interrupted. It was urgent to restore voice and data service for business continuity of the Department of Recreation and Parks.

In an effort to expeditiously meet the needs of the Department for voice and data services, Beech Tree Networks Inc. was requested to analyze the problem, identify needs, and prepare a scope of work. Beech Tree Networks Inc. was immediately able to start the work to quickly minimize further degradation and expensive repairs. The scope of work met the needs of the Department and the price offered was fair and reasonable.

In the course of the work, the scope changed as requested by the Department. The scope change increased the price. We apologize for not following standard procedures and will make certain that all future requests fully comply with City procedures. Beech Tree Networks Inc. provided the services needed and authorization is requested to pay this expense by Expenditure Authorization.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Mayor's Office on Criminal Justice - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Adjustment Notice (GAN) from the Governor's Office of Crime Control and Prevention for the "Citywide Child Protection Review" project, Award #BJAG-2012-0057. The GAN extends the period of the grant through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-477515-2252-688000-600000

BACKGROUND/EXPLANATION:

On February 25, 2015, the Board approved The "Citywide Child Protection Review" program. This program works to strengthen the collaboration of Baltimore City government and other stakeholders serving children. The program will provide support and expansion of child abuse and child witness to violence services throughout Baltimore City in accordance with the goals of the Governor's Office of Crime Control and Prevention and the Byrne-Justice Assistance Grant Program of the Department of Justice. Grant funds will provide personnel support and contractual services.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Mayor's Office on Criminal Justice - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN) from the Department of Justice, for the "McElderry Park Revitalization Coalition" Project, Award #2012-AJ-BX-0014. The GAN extends the period of the grant through August 31, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-472813-2252-690700-600000

BACKGROUND/EXPLANATION:

On February 6, 2013, the Board approved a Grant for the "McElderry Park Revitalization Coalition" in the amount of \$938,773.00. This project aims to improve community safety by designing and implementing effective and comprehensive approaches to addressing crime within a targeted neighborhood. This is part of a broader strategy to advance neighborhood revitalization through cross-sector community-based partnerships. The grant extension will allow for additional time to continue programming and fully expend funding.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Mayor's Office on Criminal Justice - Ratify Grant Adjustment
Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Adjustment Notice (GAN) from the Governor's Office of Crime Control and Prevention for the "Citywide Child Protection Review" project, Award #BJAG-2012-0057. The GAN extends the period of the grant through September 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-477515-2252-688000-600000

BACKGROUND/EXPLANATION:

On February 25, 2015, the Board approved the "Citywide Child Protection Review" program. This program works to strengthen the collaboration of Baltimore City government and other stakeholders serving children. The program will provide support and expansion of child abuse and child witness to violence services throughout Baltimore City in accordance with the goals of the Governor's Office of Crime Control and Prevention and the Byrne-Justice Assistance Grant Program of the Department of Justice. Grant funds will provide personnel support and contractual services. The period of the grant ended on May 31, 2015. This GAN will extend the period through September 30, 2015.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Mayor's Office of Human Services (MOHS) - Agreements and Amendment to Agreement

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

AGREEMENTS

1. **MARIAN HOUSE, INC.** **\$561,554.00**

Account: 4000-496315-3573-591219-603051

The organization will provide permanent housing and supportive services to 30 families or individuals. The period of the Agreement is August 1, 2015 through July 31, 2016.

MWBOO GRANTED A WAIVER.

2. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION** **\$ 33,850.50**

Account: 4000-496215-3573-267850-603051

The organization will provide permanent housing and supportive services to six families and 24 individuals. The period of the Agreement is August 1, 2015 through July 31, 2016.

3. **HEALTHCARE ACCESS MARYLAND, INC.** **\$124,300.00**

Account: 4000-480015-3571-333610-603051

HealthCare Access Maryland, Inc. will use the funds to provide outreach for the homeless. The organization will serve 100 homeless persons living on the streets. The period of the Agreement is July 1, 2015 through June 30, 2016.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

07/29/2015

MOHS - cont'd

HEAD START PROGRAM GRANT AGREEMENTS

4. DAYSPRING PROGRAMS, INC. \$2,220,750.00

Account: 4000-486316-6051-515600-603051

On May 27, 2015, the Board approved a two-month advance of funds to Dayspring Programs, Inc. in the amount of \$444,150.00. Under the terms of the Agreement, the funds will be used for the operational costs of the Head Start Center. The program will maintain a full enrollment of 329 Head Start eligible children and provide services for six hours a day, five days a week for 170 days of the year. This agreement will make the total contract amount \$2,664,900.00. The period of the Agreement is July 1, 2015 through June 30, 2016.

FOR FY 2016, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$31,467.00, AS FOLLOWS:

MBE: \$8,544.69

WBE: \$3,164.70

5. UNION BAPTIST CHURCH-SCHOOL, INC. \$1,181,250.00

Account: 4000-486316-6051-515600-603051

On May 27, 2015, the Board approved a two-month advance of funds to the Union Baptist Church-School, Inc. in the amount of \$236,250.00. Under the terms of the agreement, Union Baptist Church-School, Inc. will use the funds to operate its Head Start program for 329 eligible children in Baltimore City. The organization will provide services six hours a day, five days a week for 170 days of the year.

AGENDA

BOARD OF ESTIMATES

07/29/2015

MOHS - cont'd

This agreement will make the total contract amount \$1,417,500.00. The period of the agreement is July 1, 2015 through June 30, 2016.

FOR FY 2016, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$58,843.00, AS FOLLOWS:

MBE: \$15,887.61

WBE: \$ 5,884.30

6. **LINDA WICKLEIN** **\$ 20,000.00**

Account: 1001-000000-1772-512700-603051

Under the terms of this Consultant Agreement, Ms. Wicklein will conduct classroom observations, mentor and coach Head Start teaching staff, and provide other technical assistance and training for the Head Start programs of the City. The period of the Agreement is July 1, 2015 through June 30, 2016.

MBE/WBE PARTICIPATION:

N/A

7. **LINDA WICKLEIN** **\$ 40,000.00**

Account: 4000-486316-6051-452200-603051

Under the terms of this Consultant Agreement, Ms. Wicklein will conduct classroom observations, provide guidance, technical support, training and, oversight for three Baltimore City Head Start programs. She will provide all necessary reports based on all services provided. The

07/29/2015

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AGENDA

BOARD OF ESTIMATES

07/29/2015

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

- | | | |
|---|--------------|----------|
| 1. AMERICA ON DEMAND OF
MARYLAND, INC. | \$ 21,456.00 | Increase |
| Contract No. 07000 - Storekeeper - Department of General
Services - Req. No. R678596 | | |

On October 15, 2014, the Board approved the initial award in the amount of \$26,000.00. This increase in the amount of \$21,456.00 is necessary because the Department of General Services underestimated the hours needed for temporary Storekeepers. This increase in the amount of \$21,456.00 will make the award amount \$47,456.00. The contract expires on October 14, 2015.

- | | | |
|---|-------------|---------|
| 2. PREFFERED CLEANING, LLC | \$ 9,100.00 | Renewal |
| Contract No. 07000 - Janitorial Services - 2700 N. Charles
Street, Suite 201 - Department of Housing & Community
Development-Home Energy - Req. No. R608430 | | |

On August 30, 2012, the City Purchasing Agent approved the initial award in the amount of \$8,400.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$9,100.00 is for the period August 1, 2015 through August 30, 2016.

- | | | |
|---|--------------|---------|
| 3. DISTRICT HEALTH &
JANITORIAL SUPPLY, INC. | \$125,000.00 | Renewal |
| Contract No. B50002368 - Furnishing and Delivering
Incontinent Products & Dressings - Baltimore City Health
Department - P.O. No. P521580 | | |

On September 26, 2012, the Board approved the initial award in the amount of \$82,543.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$125,000.00 is for the period October 1, 2015 through September 30, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|--|---------|---------|
| 4. XYLEM DEWATERING SOLUTIONS,
INC. d/b/a GODWIN PUMPS
OF AMERICA, INC. | \$ 0.00 | Renewal |
| Contract No. 08000 - Service/Labor/Repair Parts for Godwin Pumps - Department of Public Works, Bureau of Solid Waste - P.O. No. 527885 | | |

On June 25, 2014, the Board approved the initial award in the amount of \$240,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$0.00 is for the period June 25, 2015 through June 24, 2016, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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|---|--------------|---------|
| 5. PITNEY-BOWES, INC. | \$ 23,546.00 | Renewal |
| Contract No. 08000 - Software Maintenance Services for PX Mailing System Agreement - Department of Public Works, Water and Wastewater Division - P.O. No. P526181 | | |

On January 8, 2014, the Board approved the initial award in the amount of \$47,092.00. The award contained three 1-year renewal options. This renewal in the amount of \$23,546.00 is for the period July 14, 2015 through July 13, 2016, with two 1-year renewal options remaining.

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|-------------------------------|-----------------------|------------------|
| 6. EASTERN SALT COMPANY, INC. | \$ 600,000.00 | Ratification and |
| | 3,400,000.00 | Renewal |
| | <u>\$4,000,000.00</u> | |

Contract No. B50002086 - Salt for Snow Melting - Department of Transportation - P.O. No. P518444

On October 12, 2011, the Board approved the initial award in the amount of \$6,100,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. The ratification is necessary to pay for outstanding invoices for the additional salt supplied for the last snow season and

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

also for building up inventory for the coming snow season. The period of the ratification is March 4, 2015 through July 29, 2015. The period of the renewal is November 1, 2015 through October 31, 2016, with no renewal options remaining.

MWBOO SET GOALS OF 5% MBE AND 2% WBE.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Jeffrey's Trucking	5%	\$ 7,814.24	0.2%
CBY Enterprises, Inc.	0%	427,594.77	10.1%
	<u>5%</u>	<u>\$435,409.01</u>	<u>10.3%</u>
WBE: Fallsway Construction	0%	\$126,587.05	3.0%
Valentine Transportation	2%	26,313.27	0.6%
	<u>2%</u>	<u>\$152,900.32</u>	<u>3.6%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

7. POTTER AND PARSONS,
INC. \$ 72,000.00 Selected Source
Contract No. 06000 - Patterson Pump Parts - Department of
Public Works - Waste Water Facilities - Req. No. R704453

These parts which have a long lead time, are essential in keeping two of the four Patterson sewage pumps at the Dundalk Pumping Station in service.

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.

8. PARKSON CORPORATION \$369,032.00 Agreement
Contract No. 08000 - Parts for Fine Screen Assemblies -
Department of Public Works Water Facilities - Req. Nos.
R696792 and R696813

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Board is requested to approve and authorize execution of an Agreement with Parkson Corporation. The period of the Agreement is July 29, 2015 through July 28, 2016, with no renewal options.

The City's Back River Water Treatment Plant includes Aqua Guard Continuous Self-Cleaning Bar/Filter Screens, which require periodic refurbishment with parts, which are exclusively available from the original equipment manufacturer.

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

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

9.

<u>DRAEGER SAFETY, INC.</u>	<u>\$ 130,000.00</u>	<u>Increase</u>
Contract No. B50002662 - Thermal Imaging Cameras - Baltimore City Fire Department - P.O. No. P522273		

On December 19, 2012, the Board approved the initial award in the amount of \$225,000.00. The award contained four 1-year renewal options. Due to acceptance of the Fire Act grant this increase in the amount of \$130,000.00 will allow the Fire Department to purchase an additional 40 thermal imaging cameras. This increase will make the award amount \$580,000.00. The contract expires December 18, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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

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|---|----------------|----------------------|
| 10. BASF CORPORATION | \$1,500,000.00 | Increase and Renewal |
| Contract No. B50002625 - Polymeric Flocculant for Centrifuge Dewatering - Department of Public Works - P.O. No. P521816 | | |

On October 24, 2012, the Board approved the initial award in the amount of \$499,502.00. The award contained two 2-year renewal options. On September 11, 2013, the Board approved the first renewal in the amount of \$1,000,000.00. Due to increased usage an increase and renewal in the amount of \$1,500,000.00 is necessary. This increase will make the award amount \$2,999,502.00. This final renewal is for the period November 1, 2015 through October 31, 2017. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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|---|--------------|----------|
| 11. CITIZENS PHARMACY SERVICES, INC. | \$200,000.00 | Increase |
| Contract No. B50001659 - Pharmaceuticals for the Fire Department - Fire Department - P.O. No. P515473 | | |

On November 24, 2010, the Board approved the initial award of this competitively bid contract in the amount of \$300,000.00. The award contained four 1-year renewal options. All renewals have been exercised. Due to an increase in usage an increase in the amount of \$200,000.00 is necessary. This increase will make the award amount \$1,700,000.00. The contract expires on November 30, 2015 with no renewal options. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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|--|----------------|----------|
| 12. MARYLAND INDUSTRIAL TRUCKS, INC. | \$1,871,296.00 | Increase |
| Contract No. B50003578 - Street Sweeper Trucks - Department of General Services - P.O. No. P528465 | | |

On August 13, 2014, the Board approved the initial award in

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

the amount of \$2,837,174.00. This increase in the amount of \$1,871,296.00 is necessary to purchase eight street sweeper 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 \$1,871,296.00 will make the award amount \$4,708,470.00. The contract expires on August 12, 2015. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

13. MARYLAND INDUSTRIAL
 TRUCKS, INCORPORATED \$4,434,696.00 Increase
 Contract No. B50003694 - 16 Cubic Yard Rear Loading Refuse
 Collection Truck - Department of General Services - P.O. No.
 528834

On September 17, 2014, the Board approved the initial award in the amount of \$1,642,480.00. This increase in the amount of \$4,434,696.00 is necessary to purchase 27 refuse trucks, which will replace older equipment in the City's fleet, as part of Fleet Management's planned replacement program. This increase will make the award amount \$6,077,176.00. The contract expires on September 16, 2015. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

14. SIRCHIE ACQUISITION
 COMPANY, LLC \$ 40,000.00 Increase
 Contract No. B50001635 - Forensic Supplies for Mobile Crime
 Lab - Police Department - P.O. No. P514829

On September 22, 2010, the City Purchasing Agent approved the initial award in the amount of \$16,000.00. The award

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

contained five 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$40,000.00 is necessary to maintain supplies for continued maintenance services. This increase will make the award amount \$120,000.00. The contract expires on September 28, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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|---|--------------|----------|
| 15. TURBOMECA USA, INC. | \$175,110.00 | Increase |
| Contract No. 08000 - Helicopter Engine Repair Parts - Baltimore City Police Department - P.O. No. P521877 | | |

On November 7, 2012, the Board approved the initial award in the amount of \$410,000.00. The award contained two 2-year renewal options. This increase in the amount of \$175,100.00 is necessary to maintain supplies for continued maintenance services. This increase will make the award amount \$585,110.00. The contract expires on October 30, 2015 with two 2-year renewal options remaining.

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.

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|---|---------------------|----------|
| 16. BOUND TREE MEDICAL, LLC | \$100,000.00 | |
| MIDWEST MEDICAL SUPPLY CO., L.L.C. | 100,000.00 | |
| MOORE MEDICAL LLC | 75,000.00 | |
| | <u>\$275,000.00</u> | Increase |
| Contract No. B50002139 - Emergency Medical Supplies - Baltimore City Fire Department - P.O. Nos. P518749, P518750 and P518751 | | |

On November 23, 2011, the Board approved the initial award in the amount of \$550,000.00. The award contained five 1-year

AGENDA

BOARD OF ESTIMATES

07/29/2015

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

renewal options. Subsequent actions have been approved. This increase in the amount of \$275,000.00 is necessary to continue to outfit EMS Units with consumable supplies and equipment. This increase will make the award amount \$1,995,000.00. The contract expires on November 22, 2015 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

17. DEPENDABLE SERVICES GROUP, LLC	\$ 0.00
TRUSTWORTHY STAFFING SOLUTIONS, LLC	0.00
PERSONAL TOUCH HOME AIDES OF BALTIMORE, INC.	170,000.00
CHESAPEAKE MEDICAL STAFFING, LLC	0.00

\$ 170,000.00

Increase

Contract No. B50002394 - Personal Care and Homemaker Services - Health Department - P.O. Nos. P522163 and P522029

On October 17, 2012, the Board approved the initial award in the amount of \$432,525.00. The award contained two 2-year renewal options. Subsequent actions have been approved. This increase in the amount of \$170,000.00 is necessary to continue to provide homemaker and personal care services to Senior Care clients. This increase will make the award amount \$2,571,470.00. The contract expires on October 15, 2016, with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

18. BALTIMORE MEINEKE, LLC	\$ 0.00	Assignment Agreement
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Solicitation No. B50001978 - Motor Vehicle Exhaust System Repairs - Department of General Services, Fleet Management - P.O. No. P517917

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Board is requested to approve and authorize execution of the Consent to Assignment with Baltimore Meineke, LLC. The contract expires on October 31, 2015, with one 1-year renewal option remaining.

On February 18, 2009, the Board approved an award to Meineke Car Care Centers, LLC. Baltimore Meineke, LLC has acquired the rights, title and interest in Meineke Car Care Centers, LLC and is requesting assignment of Contract B50001978.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Public Works/Office - Amendment No. 5 to
of Engineering and Construction Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 5 to WC 1120, Guilford Pumping Station Rehabilitation Design with Hatch Mott MacDonald. The current contract expires September 4, 2015. The Amendment No. 5 extends the agreement through February 4, 2016.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On November 2, 2010, the Board approved the contract with this consultant to provide design improvements to the existing Guilford Pumping Station. The Department would like to extend this contract for a period of six months to have enough time to complete bid phase services after the project is advertised for the 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.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THIS TIME EXTENSION.

(The Amendment No. 5 to WC 1120, Guilford Pumping Station has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Public Works/Office - Amendment No. 2 to
of Engineering and Construction Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Hazen & Sawyer PC, for Project 1116HS, Design of Improvements to the Jones Falls Sewershed Collection System. The amendment extends the period of the agreement through August 16, 2017.

AMOUNT OF MONEY AND SOURCE:

\$174,218.04 - 9956-907643-9551-900020-702064

BACKGROUND/EXPLANATION:

The Board approved the original agreement on August 18, 2010 for the provision of engineering services for the Improvements to the Jones Falls Sewershed Collection System. The Amendment No. 1 was approved on August 14, 2013 to allow the consultant to provide additional engineering services to complete the Post Award Phase. The agreement ends on August 17, 2015. The construction duration has been extended and the Amendment No. 2 to Agreement will allow the Consultant to continue to provide post award engineering services which include but are not limited to attending additional progress meetings, site visits, responding to request for information, review of submittals, technical consultations, review of proposed change orders and review of post-rehabilitation videos.

The two-year time extension will allow the consultant to attend the final acceptance walk-through which occurs one year after construction is completed (warranty period).

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.

AGENDA

BOARD OF ESTIMATES

07/29/2015

DPW/Office of Eng. & Constr. - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 029 to EBA Engineering, Inc., under Project 1174, On-Call Material Testing and Inspection Services.

AMOUNT OF MONEY AND SOURCE:

\$ 37,235.91	-	9960-904694-9557-900010-705032
8,358.44	-	9956-902685-9551-900020-705032
40,495.37	-	9956-904539-9551-900020-705032
41,544.21	-	9960-910703-9557-900020-705032
11,350.27	-	9960-910720-9557-900020-705032
176,679.54	-	9956-918616-9551-900020-705032
38,690.70	-	9960-905658-9557-900020-705032
6,612.10	-	2071-000000-5521-608903-705032
97,437.88	-	9956-905620-9551-900020-705032
91,266.88	-	9956-903654-9551-900020-705032
15,023.49	-	9960-910703-9557-900020-705032
\$564,694.79		

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting EBA Engineering, Inc. to provide a credit of unused funds from Tasks Nos. 004, 009, 012, 015, 016, 017, 018, 019, 022, 024, and 025. This agreement will expire on February 6, 2016. This credit will increase the remaining agreement upset limit and allow other tasks to be developed.

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

07/29/2015

Department of Public Works - Demand Response and Building
Automation Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Demand Response and Building Automation Grant Agreement with the Maryland Energy Administration. The period of the agreement is upon Board approval through February 15, 2017.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 5000-584216-1981-778900-600000

BACKGROUND/EXPLANATION:

The Maryland Energy Administration has awarded the Department of Public Works, Office of Sustainable Energy a grant in an amount not to exceed \$500,000.00 to complete a project to enhance the City's Demand Response Program by engaging more buildings in Demand Response and Smart Energy Analytics by installing a dashboard software solution for real-time energy data management in City facilities.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Fire Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an Expenditure of Funds to pay the death benefit to the estate of Mr. Nicholas Hemingway, Paramedic, as provided in the Memorandum of Understanding between the Mayor and City Council of Baltimore and the Baltimore Fire Fighter's Local 734, IAFF (FY-2014-2016).

AMOUNT OF MONEY AND SOURCE:

\$46,045.00 - 1001-000000-2121-226400-602016

BACKGROUND/EXPLANATION:

Mr. Hemingway died in the line-of-duty on Friday, July 17, 2015. Although he was a probationary employee, the Fire Department wishes to extend the contractual death benefit to his estate for his line-of-duty death. The contractual death benefit is the deceased member's total annual salary of \$44,545.00 plus an additional \$1,500.00.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Transportation - Developer's Agreement No. 1388

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1388 with FC 1812 Ashland Avenue, LLC.

AMOUNT OF MONEY AND SOURCE:

\$263,555.28

BACKGROUND/EXPLANATION:

The Developer would like to install new water service to its proposed new building located in the vicinity of 1812 Ashland Avenue, Baltimore, MD 21216. 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 \$263,555.28 has been issued to FC 1812 Ashland Avenue, LLC 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 No. 1388 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Transportation - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 55 Market Place	Market Place Commercial Limited Partnership	Outdoor Seating 30'x4'

Annual Charge: \$897.50

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Expenditure of Funds to pay P. Flanigan & Sons, Inc. in connection with TR10307, SHA No. BC 315-095-815; FAP No. STP 000A (628) E, Resurfacing Highways Various Loc. SE Sector 4.

AMOUNT OF MONEY AND SOURCE:

\$47,920.66 - 9950-916080-9512-900020-702064

BACKGROUND/EXPLANATION:

On Wednesday, September 15, 2010, the Board awarded TR10307, Resurfacing Highways Various Loc. SE Sector 4, with a duration of 1,224 consecutive calendar days required before completing the contract on July 12, 2013. During the course of construction it was determined that various electrical materials purchased by the contractor, as instructed by the Department were not needed. The electrical materials were subsequently turned over to the Department's Traffic Division for use. After discovering this outstanding payment during the audit of the construction project, the Department is requesting additional funding in the amount of \$47,920.66.

This request is late because it was delayed until the audit was completed and all costs were verified and reconciled.

DBE PARTICIPATION: 30%

The contractor put forth Good Faith Efforts in achieving the established DBE goal, which was verified by the Department of Transportation.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 15 to Sabra Wang & Associates, Inc. under Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 9950-904097-9508-900010-705032
30,547.00 - 9950-909608-9508-900010-705032
\$60,547.00

BACKGROUND/EXPLANATION:

This authorization provides for a Construction Project Manager for on-site support for Utility Coordination Services.

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.

MWBOO SET GOALS OF 27% MBE AND 9% WBE.

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

07/29/2015

DOT - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1. \$ 30,000.00 FED	9950-902608-9509 Constr. Reserve - North Ave. (US1)	9950-909608-9508-5 Inspection North Ave. Streetscape

This transfer will fund the costs associated with Task No. 15 on Project 1162, Reconstruction and Resurfacing Projects On-Call Consultant Services with Sabra Wang & Associates, Inc.

2. \$27,600.00 FED	9950-904087-9509 Constr. Reserve Harford Road Bridge Over Herring Run	
6,900.00 GF (HUR)	" "	
<u>\$34,500.00</u>	-----	9950-904097-9508-5 Inspection Harford Road Bridge Over Herring Run

This transfer will fund costs associated with Task No. 15 Project No. 1162 Reconstruction and Resurfacing Projects On-Call Consultant Services with Sabra Wang and Associates, Inc.

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 1 to Johnson, Mirmiran and Thompson, Inc. (JMT) under Project No. 1217, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$ 50,000.00	-	9950-902315-9506-900020-703032
50,000.00	-	9950-902256-9508-900020-703032
39,423.51	-	9950-905023-9508-900020-703932
10,000.00	-	9950-909608-9508-900020-703032
<u>\$149,423.51</u>		

BACKGROUND/EXPLANATION:

This authorization is for continued assistance to the Department's Engineering and Construction Division. The JMT will provide Planning and Project Controls Services in connection with the adaption of Oracle-Primavera CM14.

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.

MWBOO SET GOALS OF 22% MBE AND 10% WBE.

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

07/29/2015

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to HAKS Engineers, Inc. under Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$109,423.40 - 9950-916080-9512-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for a Traffic Engineer to assist the Traffic Division with various projects.

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.

MWBOO SET GOALS OF 27% MBE AND 9% WBE.

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

07/29/2015

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 3 to Toole Design Group, LLC under Project No. 1179, On-Call Livable Streets Planning and Engineering Services.

AMOUNT OF MONEY AND SOURCE:

\$65,225.29 - 9950-904180-9527-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for the development of a signal plan for the Maryland Avenue/Cathedral Street Cycle track.

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.

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

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

07/29/2015

DOT - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 71,747.82	9950-921019-9509	9950-904180-9527-3
GF (HUR)	Constr. Reserve -	Design and Study
	Bike Master Plan	Downtown Bicycle
		Network

This transfer will fund the costs associated with Task No. 3 on Project 1179, On-Call Livable Streets Planning and Engineering Services with Toole Design Group, LLC.

(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

07/29/2015

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 28 to Whitman, Requardt & Associates, under Project No. 1161, On-Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 - 9962-909063-9562-900020-705032
59,355.48 - 9962-907066-9562-900020-705032
\$99,255.48

BACKGROUND/EXPLANATION:

This authorization provides for a construction project engineer to provide oversight for three conduit projects, also known as contract numbers TR14009, TR15018 and TR15019.

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.

MWBOO SET GOALS OF 27% MBE AND 9% WBE.

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

07/29/2015

DOT - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$159,919.47	9962-941002-9563	
Other	Constr. Reserve -	
	Conduit Replacement	
	Program	
 \$ 94,628.44	 -----	9962-909063-9562-5
		Inspection -
		Conduit System
		Reconstruction
 <u>65,291.03</u>	 -----	9962-907066-9562-5
		Conduit System
		Construction at
		Various Locations
 \$159,919.47		

This transfer will cover the deficit and fund the costs associated with Task No. 28 on Project 1161 On-Call Construction Management Services with Whitman, Requardt & Associates, LLP.

(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

07/29/2015

Department of Transportation (DOT) - Task Assignment No. 5

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 5 to Rummel, Klepper & Kahl, LLP/Johnson, Mirmiran & Thompson, Inc. Joint Venture, under Project No. 1175, On-Call Bridge Design Services.

AMOUNT OF MONEY AND SOURCE:

\$56,581.29 - 9950-902412-9506-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for claim analysis services for Project TR 20350, Frederick Avenue Bridge Replacement.

MBE/WBE PARTICIPATION:

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

MBE: 27.00%

WBE: 10.00%

MWBOO GRANTED APPROVAL.

APPROVED FOR FUNDS BY FINANCE

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

THE TRANSFER OF FUNDS IN THE AMOUNT OF \$7,357,750.22 WAS APPROVED BY THE BOARD ON JUNE 10, 2015.

PERSONNEL MATTERS

* * * * *

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

61 - 80

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

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

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Department of Communication Services/
Municipal Telephone Exchange

	<u>Hourly Rate</u>	<u>Amount</u>
1. GWENDOLYN C. HARDIN	\$15.00	\$22,620.00

Account: 2039-000000-1330-158400-601009

Ms. Hardin will continue to work as a Contract Services Specialist II (Telephone Operator I). This salary is a 3% increase in the hourly rate from the previous contract period. Her duties will include, but will not be limited to operating a Centrex telephone console and computer terminal to answer incoming calls, making connections to complete incoming, outgoing and extension to extension calls. She will also report telephone equipment that is out of order, answer calls for assistance and help from City residents, route calls to proper authorities and maintain confidentiality of phone calls between government and legal officials. These duties and salary are comparable to the class of Telephone Operator I. The period of the agreement is effective upon Board approval for one year.

State's Attorney Office

2. MARIA KEITH	\$26.93	\$50,846.00
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Account: 1001-000000-1150-118000-601009

Ms. Keith, retiree, will work as a Contract Services Specialist I (Investigator). Her duties will include, but will not be limited to assisting in preparing prosecution cases by locating persons of interest, researching pertinent documents, and verifying information. The period of the agreement is effective upon Board approval for one year.

In March 1999, the Board of Estimates approved a waiver of the AM 212-1 to hire retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
3. WALTER D. WATTS	\$50.00	\$52,000.00

Account: 1001-000000-3030-271500-601009

Mr. Watts will work as a Contract Services Specialist II (Senior Advisor to the Health Commissioner). His duties will include, but will not be limited to advising the Commissioner on agency operations, strategy, and policy, external and intergovernmental relations, and managing high level special projects with senior staff. These duties and salary are comparable to the class of Operations Manager II. The period of the agreement is August 1, 2015 through July 31, 2016.

Baltimore City Police Department (BPD)

4. KIM D. TILGHMAN-STEVENSON	\$31.47	\$60,000.00
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Account: 1001-000000-2041-196500-601009

Ms. Tilghman-Stevenson will work as a Contract Services Specialist II (Community Liaison). Her duties will include, but will not be limited to advising on and contributing to the development of outreach and engagement materials for the community in conjunction with select partners, connecting with local and community leaders to determine a strategic plan in engaging various communities to develop a local action plan. She will also develop an outreach model with other stakeholders to employ a coordinated response to violent crime, coordinate efforts to promote involvement of community and faith-based organizations in providing community services with similar efforts of other local and state agencies, and assist in planning, coordinating, implementing, and monitoring special events, projects, or programs. The period of the agreement is May 18, 2015 through May 17, 2016.

This agreement is late because of the recent civil unrest. It was crucial that the BPD immediately begin mending the relationship between the BPD and the community.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Baltimore City Police Department cont'd

Hourly Rate

Amount

Because of a miscommunication, Ms. Tilghman-Stevenson was brought on without an approved contract. The BPD apologizes for this oversight and will take corrective action to prevent this from happening in the future.

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

Account: 5000-587916-2013-212900-601009

Ms. Asharaff will continue work as a Contract Specialist II (Data Entry Operator) for the Ex-Parte/Protective Order Entry and/Service Initiative. She will check information in the database, file and maintain personal information, check orders and information upon Court request, and perform telephone duties. The period of the agreement is effective upon Board approval through June 30, 2016.

Mayor's Office on Criminal Justice

6. **JAMILLE PITTS** \$15.00 **\$ 4,500.00**

Account: 4000-476515-2252-690500-603018

Ms. Pitts will work as a Contract Services Specialist II (Visitation and Exchange Monitor). Her duties will include, but will not be limited to observing visitation sessions between visiting parents and children, intervening as necessary during visits or exchanges to address any concerns that may arise with parents and/or children, and keeping accurate and complete records of any safety concerns or potential problems that come up during a visitation session. She will also meet parents and/or children before and after visits to check in with them and refer them to needed services or programs, maintain clear and consistent communication with the on-site supervisor, on-site police, other monitors, and volunteers by phone,

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Mayor's Office on Criminal Justice - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<p>email or in person. She will coordinate the safety of visits, maintain client files, personal timesheets and invoices, discuss case progress and concerns with supervisors, and attend meetings about case status and other center operational issues. In addition, she will attend preliminary sessions and trainings as they arise, comply with all Visitation Center policies and procedures including confidentiality, safety, reporting procedures, administrative and operational duties. The period of the agreement is effective upon Board approval for one year.</p>		
7. AKILAH MUHAMMAD	\$15.00	\$ 4,500.00

Account: 4000-476515-2252-690500-603018

Ms. Muhammad will work as a Contract Services Specialist II (Visitation and Exchange Monitor). Her duties will include, but will not be limited to observing visitation sessions between visiting parents and children, intervening as necessary during visits or exchanges to address any concerns that may arise with parents and/or children. She will keep accurate and complete records of any safety concerns or potential problems that come up during a visitation session. She will also meet parents and/or children before and after visits to check in with them and refer them to needed services or programs, maintain clear and consistent communication with the on-site supervisor, on-site police, other monitors and volunteers by phone, email or in person. She will coordinate the safety of visits, maintain client files, personal timesheets and invoices, discuss case progress and concerns with supervisors, and attend meetings about case status and other center operational issues. In addition, she will attend preliminary sessions and trainings as they arise, comply with all Visitation Center policies and procedures including confidentiality, safety, reporting procedures, administrative and operational procedures. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Mayor's Office on Criminal Justice - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
8. LINDA WRIGHT-FAIR	\$25.00	\$26,000.00

Account: 1001-000000-2252-779100-601009

Ms. Wright-Fair will work as a Contract Services Specialist II (Juvenile Diversion Assessor). Her duties will include, but will not be limited to reviewing juvenile charging documents to confirm youth eligibility for the program, while inputting client's data into database. She will also provide referral information to the family and juvenile, maintain and update the referral resource database and compose monthly reports on clients. The period of the agreement is effective upon Board approval for one year.

Board of Liquor License Commissioners

AMENDMENT TO AGREEMENT

9. WENDELL WRIGHT	\$15.00	\$ 2,400.00
10. CLEVELAND BRISTER	\$15.00	\$ 2,400.00

Account No. 1001-000000-2501-259500-601063

On May 27, 2015, the Board approved the original agreement in the amount of \$3,600.00 each for Messrs. Wright and Brister, retirees, to work as Liquor Board Inspectors effective upon Board approval for 1 year. Their duties include visiting locations that have been issued special or one day licenses, monitoring the sale and service of alcohol at the one day licensed events or extensions of licenses, participating in undercover investigations, and completing inspection reports for licensed premises in the City.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Board of Liquor License Commissioners - cont'd

Hourly Rate

Amount

This Amendment to Agreement increases the total number of hours worked from 20 hours to 40 hours per month and increases the maximum amount of the original agreement from \$3,600.00 to \$6,000.00.

Department of Recreation and Parks (R&P)

11.	ERIC BARLIPP	\$25.00	\$ 50,000.00
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Account: 5000-577715-4781-363900-601009

Mr. Barlipp will continue to serve as a Contract Services Specialist II (Dog Park Administrative Coordinator and Utilities Coordinator). He will be responsible for negotiating terms and conditions of Memoranda of Understanding between the City and dog park support groups, identifying perspective sites, and facilitating construction designs for dog parks. He will also coordinate day-to-day expanded custodial maintenance of dog parks, striving to increase compliance of dog park rules by dog owners, research and implement new registration programs and motivational practices in order to provide more use accountability and to yield funds to support increased departmental maintenance.

In addition, Mr. Barlipp will perform an ongoing audit of the Department's electric and gas accounts in order to calculate actual usage to ensure that the Department is compensated for overpayment of utility bills, identify locations where energy meters no longer exist or properties on which the Department is paying but does not own the land, facilitate the installation of Smart Meters at the Department's properties, and review the Department's water and natural gas accounts. This is the same salary as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

R & P - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
12. DESIREE SHELLEY	\$28.58	\$37,154.00
Accounts: 1001-000000-4783-583800-601009		\$18,577.00
6000-680416-4731-363403-601009		\$18,577.00

Ms. Shelley will continue to work as a Contract Services Specialist II (Project Coordinator). Her duties will include, but are not limited to assisting with the recruitment of teachers from target schools for the Student Restoring Urban Streams Program, facilitating the delivery of professional development activities and assisting with the development of teachers' instructional resources that are aligned to State Environmental Literacy and National Common Core standards and goals. Ms. Shelley will also facilitate the development and implementation of School Green Team planting projects at target schools, facilitate information-sharing, and develop and disseminate mid-year and final project reports. In addition, she will maintain Green Team building relationships and assist with the coordination of YouthWorks crews. The period of the agreement is July 1, 2015 through June 30, 2016.

13. JAMAL JONES	\$14.00	\$ 26,684.00
Account: 6000-680815-4782-717100-601009		

Mr. Jones will work as a Contract Services Specialist II (Client Service Associate). His duties will include, but will not be limited to sales and coordinating rental and special events, making and/or taking potential customer calls, and selling event space and other equipment. Mr. Jones will follow all standard policies and procedures in handling reservations, meet with clients to discuss the requirements for the event, such as the number of guests, appropriate size of the room, and costs. In addition, he will direct, coordinate, and arrange for meetings and special events of various sizes, and schedule facilities and services for both clients and internal organizations. The period of the agreement is effective upon Board approval for one year.

AGENDA**BOARD OF ESTIMATES****07/29/2015****PERSONNEL**R & P - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
14. LARRY WASHINGTON	\$12.00	\$ 22,880.00

Account: 6000-680815-4782-717100-601009

Mr. Washington will work as a Contract Services Specialist II (Visitor Services Associate). His duties will include, but will not be limited to locking all facilities at prescribed times including setting electronic alarms, and closing greenhouse facilities, including exterior vents. Mr. Washington will also provide supplemental heating support, unlock and lock facilities for user groups and clients, provide assistance to user groups including table and chair set-up, and patrol grounds during open hours. He will also interact with visitors, provide visitor information and ensure appropriate use of grounds and facilities, remove trash and recycling from common interior areas, check special event area for trash and remove it, as needed, and provide parking assistance. The period of the Agreement is effective upon Board approval for one year.

Environmental Control Board

15. JOYCE R. LOMBARDI	\$90.00	\$149,760.00
16. KURT NATCHTMAN	\$90.00	\$149,760.00
17. BELINDA MATLOCK	\$90.00	\$149,760.00
18. JEREMY ELDRIDGE	\$90.00	\$149,760.00
19. JAMES R. HOFFMAN	\$90.00	\$149,760.00

Account: 1001-000000-1170-138600-601009

The Environmental Control Board (ECB) requested a salary increase on April 29, 2015 in order to be competitive with the salary paid to other City and State Hearing Officers.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

ECB - cont'd

Hourly Rate

Amount

These individuals will continue to work as Contract Services Specialist II (Hearing Officers). Their duties will include, but are not limited to conducting hearings to make preliminary determinations as to whether citations issued by City Enforcement Officers comply with the Code, the ECB rules, and relevant court decisions. The Hearing Officers will also record all hearings, complete a Disposition Sheet, and submit written findings to the Executive Director of the ECB at the end of each day for each hearing that was conducted. The period of the Agreement is effective upon Board approval for one year.

Department of Public Works

20.	VICTORIA PUNG	\$27.50	\$57,200.00
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Account: 1001-000000-1901-190400-601009

Ms. Pung will work as a Contract Services Specialist II (Administrative Analyst II). Her duties will include, but are not limited to planning, designing and implementing new systems to meet the Department's goals for increased productivity or efficient operations, conducting special studies and investigations to devise systems and program policy strategies to meet current and projected needs. She will also use a variety of techniques to analyze problems and devise new systems including cost accounting, building mathematical or economic models, and recommending program changes to ensure compliance with City, State and Federal legislation, regulations and statutes.

21. a. Abolish the following position:

Position No.: 5501-42952

Classification: Laboratory Technician Administrator

Job Code: 71527

Grade: 936 (\$76,100.00 - \$121,700.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Department of Public Works - cont'd

b. Create the following position:

Classification: General Counsel
Job Code: 10077
Grade: 936 (\$76,100.00 - \$121,700.00)

This position is considered a Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost: (\$8,278.00) - 1001-000000-1901-736000-601001

22. a. Abolish the following position:

Position No.: 5541-47827

Classification: City Planner II
Job Code: 74137
Grade: 927 (\$60,800.00 - \$97,300.00)

b. Create the following position:

Classification: Paralegal
Job Code: 84241
Grade: 090 (\$44,858.00 - \$54,520.00)

c. Reclassify the following position:

Position No. 1901-22059

From: Office Supervisor
Job Code: 33215
Grade: 084 (\$35,564.00 - \$42,446.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Department of Public Works - cont'd

To: Administrative Coordinator
Job Code: 31100
Grade: 087 (\$39,701.00 - \$47,990.00)

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost: (\$19,634.00) - 1001-000000-1901-736000-601001
\$ 5,298.00 - 1001-000000-1901-190300-601001

23. a. Abolish the following position:

Position No.: 5471-19933

Classification: Motor Vehicle Driver I
Job Code: 54411
Grade: 487 (\$31,221.00 - \$32,635.00)

b. Create the following position TBD:

Classification: Liaison Officer I
Job Code: 84241
Grade: 090 (\$44,858.00 - \$54,520.00)

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost: \$17,845.00 - 2071-000000-5471-609300-601001

Office of the Labor Commissioner

24. Create the following position TBD:

Classification: Office Assistant III
Job Code: 33213
Grade: 078 (\$29,378.00 - \$33,879.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Office of the Labor Commissioner - cont'd

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost: \$49,453.00 - 1001-000000-1604-172500-601001

Mayor's Office of Human Services (MOHS)

25. Reclassify the following position:

Position No.: 1911-14980

From: Human Service Worker I
Job Code: 84321
Grade: 556 (\$41,196.00 - \$47,423.00)

To: Human Service Worker II
Job Code: 84323
Grade: 558 (\$44,290.00 - \$51,445.00)

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost \$2,935.00 - 5000-586214-1191-594300-601001

26. Reclassify the following position:

Position No.: 6501-48452

From: Accounting Assistant II
Job Code: 34132
Grade: 078 (\$29,672.00 - \$34,218.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

MOHS - cont'd

To: Administrative Coordinator
Job Code: 31100
Grade: 087 (\$39,701.00 - \$47,990.00)

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost \$5,550.00 - 4000-486315-6051-452200-601001

Enoch Pratt Free Library

27. a. Create the following position:

Classification: Library Grants Manager
Job Code: 00726
Grade: 903 (\$42,500.00 - \$68,000.00)

b. Reclassify the following position:

Position No.: 4501-46151

From: Library Development Associate
Job Code: 00678
Grade: 087 (\$39,701.00 - \$47,990.00)

To: Library Grants Manager
Job Code: 00726
Grade: 903 (\$42,500.00 - \$68,000.00)

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost: \$2,797.00 - 6000-674616-4501-338600-601001

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Fire Department

28. a. Create the following new classification:

Classification: Fire Captain Special Operations
Job Code: 41275
Grade: 342 (\$60,986.00 - \$75,222.00)

b. Reclassify the following position:

Position No.: 2133-13933

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

To: Fire Captain Special Operations
Job Code: 41275
Grade: 342 (\$60,986.00 - \$75,222.00)

There are no costs associated with these actions.

Office of the City Council President

29. Reclassify the following position:

Position No.: 1000-47661

From: Office Assistant III
Job Code: 00708
Grade: 078 (\$29,672.00 - \$34,218.00)

To: Staff Assistant (Elected Official)
Job Code: 00138
Grade: 903 (\$42,500.00 - \$68,000.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Office of the City Council President - cont'd

Position No.: 1000-33860

From: City Council Secretary
Job Code: 10010
Grade: 086 (\$38,152.00 - \$46,019.00)

To: Council Technician
Job Code: 10209
Grade: 093 (\$50,927.00 - \$62,096.00)

Cost: \$11,054.00 - 1001-000000-1000-104800-601001
\$ 6,550.00 - 1001-000000-1000-107600-601001

30. Create the following position:

Classification: General Counsel
Job Code: 10077
Grade: 936 (\$76,100.00 - \$121,700.00)
Position No.: To be assigned by BBMR

Cost: (\$150,473.00) - 1001-000000-1000-104800-601001

The classification and compensation for this position are determined in accordance with the Charter of Baltimore City, Article III § 15. This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Human Resources (DHR)

31. Reclassify the following position:

Position No.: 1601-50136

From: Training Officer
Job Code: 33672
Grade: 927 (\$60,800.00 - \$97,300.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

DHR - cont'd

To: Operations Officer III
Job Code: 31111
Grade: 929 (\$64,600.00 - \$103,200.00)

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Cost: \$6,261.00 - 1001-000000-1604-172500-601001

32. a. Create the following three positions:

Classification: Office Support Specialist I
Job Code: 33211
Grade: 071 (\$26,221.00 - \$29,311.00)

Classification: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$27,929.00 - \$31,746.00)

Classification: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$29,672.00 - \$34,218.00)

b. Re-title the following three Classifications:

From: Office Assistant I
Job Code: 33211
Grade: 071 (\$26,221.00 - \$29,311.00)

To: Office Support Specialist I
Job Code: 33211
Grade: 071 (\$26,221.00 - \$29,311.00)

From: Office Assistant II
Job Code: 33212
Grade: 075 (\$27,929.00 - \$31,746.00)

To: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$27,992.00 - \$31,746.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Department of Human Resources - cont'd

From: Office Assistant III
Job Code: 33213
Grade: 078 (\$29,672.00 - \$34,218.00)

To: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$29,672.00 - \$34,218.00)

c. Reclassify the following (118) positions:

From: Typist I
Job Code: 33251
Grade: 071 (\$26,221.00 - \$29,311.00)

To: Office Support Specialist I
Job Code: 33211
Grade: 071 (\$26,221.00 - \$29,311.00)

From: Typist II
Job Code: 33252
Grade: 075 (\$27,929.00 - \$31,746.00)

To: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$27,929.00 - \$31,746.00)

(19) Position Numbers: 1540-47474; 3080-14775; 3100-50594;
2602-15275; 5832-15276; 5832-15278;
2602-15295; 5832-15450; 5833-33471;
1191-33445; 1191-33446; 2042-18590;
2044-19314; 2044-19318; 5501-23172;
4803-24322; 1952-20363; 1952-20366;
2391-47601

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Department of Human Resources - cont'd

From: Typist III
Job Code: 33253
Grade: 078 (\$29,672.00 - \$34,218.00)

To: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$29,672.00 - \$34,218.00)
(33) Position Numbers: 1602-33293; 1982-20084; 3100-14681;
3021-14845; 3021-33397; 1773-18444;
2602-15313; 1512-19471; 1191-14919;
2003-16638; 2003-16639; 2003-16640;
2042-18561; 2042-18564; 2042-18574;
2042-18576; 2003-35265; 2042-47231;
1901-22261; 5521-23522; 5521-23523;
5521-23637; 2201-33663; 5471-48587;
5471-48588; 5033-20012; 1952-20648;
5000-21137; 2000-21142; 2011-21235;
5480-21627; 2391-35882; 1850-25005

From: Word Processing Operator I
Job Code: 33256
Grade: 071 (\$26,221.00 - \$29,311.00)

To: Office Support Specialist I
Job Code: 33211
Grade: 071 (\$26,221.00 - \$29,311.00)
(0) Position Numbers

From: Word Processing Operator II
Job Code: 33257
Grade: 075 (\$27,929.00 - \$31,746.00)

To: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$27,929.00 - \$31,746.00)

AGENDA

BOARD OF ESTIMATES

07/29/2015

PERSONNEL

Department of Human Resources - cont'd

(19) Position Numbers: 2133-13941; 1890-19709; 7340-20056;
3001-14214; 3030-14512; 3080-14545;
3080-49155; 5833-15266; 5833-43533;
1901-20075; 5471-20560; 5153-21996;
1901-22605; 5501-23338; 5501-23462;
5601-23815; 5501-33678; 5501-34255;
2301-21039

From: Word Processing Operator III
Job Code: 33258
Grade: 078 (\$29,672.00 - \$34,218.00)

To: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$29,672.00 - \$34,218.00)

(47) Position Numbers: 1602-47221; 1310-10161; 3191-14143;
1890-19698; 1982-33572; 2401-14242;
3021-14248; 3030-14774; 3112-37137;
3031-50216; 5832-15253; 5832-21897;
2602-33455; 5823-48542; 2042-18558;
2042-18559; 2042-18565; 2042-18575;
2044-19294; 2044-19295; 2044-19296;
2041-33499; 2042-33507; 2042-33508;
5601-20013; 5161-20466; 5521-22371;
5521-22372; 5501-23182; 5501-23452;
5601-23790; 5601-23814; 5501-23856;
5521-23857; 5601-23894; 5601-23936;
5153-33411; 1901-33697; 5601-33706;
5152-34728; 4711-24059; 4711-24069;
4803-24306; 4801-24307; 4791-24480;
4783-34674; 5033-21572

PERSONNELDepartment of Human Resources - cont'd

There are no costs associated with this action.

The Department of Human Resources is requesting the creation of the above three new classifications. These new classifications will assist the agencies in recruiting for non-specialized administrative support staff personnel. These new classifications are a combination of nine different current administrative office support classifications and will perform a range of administrative support duties from answering the phones to responding to requests for information, generating complex reports and drafting correspondence. Therefore, The Department of Human Resources respectfully requests the Board's approval of the above-listed class and position actions. Some positions assigned to these classifications are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

07/29/2015

<u>Department of Housing and Community Development</u>	- Request for an Extension to submit Progress Report on the Audit Findings on the Low Income Home Energy Assistance Program
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The Board is requested to grant a 60-day extension for the FY 13 Low Income Home Energy Assistance Program (LIHEAP) Audit - Progress Report that is due on July 29, 2015. The DHCD requests that the report due date be extended to the Board of Estimates' meeting on September 30, 2015.

The DHCD is currently working with the Mayor's Office of Human Services and the Department of Audits on various strategies and procedures, which address the progress to resolve the outstanding audit findings.

Because of the extensive research involved in this project, the DHCD is requesting that the Board grant an extension of 60-days for the DHCD report on resolution of the Audit Findings for the FY 13 LIHEAP Audit.

AGENDA

BOARD OF ESTIMATES

07/29/2015

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 Ms. Loren Duffy, Developer, for the sale of the City-owned vacant property located at 2215 Cedley Street.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The Developer will rehabilitate the vacant property. Once rehabilitated, the property will be sold to a homeowner. The Developer plans to invest a total of \$57,000.00 in rehabilitation costs for this project. The project will be privately financed.

The City may dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter (2010 Edition) and Article 13, 2-7 (h) (2)(ii) (c) of the City Code.

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

The property was priced pursuant to the Appraisal Policy of Baltimore City at \$7,500.00 by using the Waiver Valuation Process. The property will be sold for \$3,000.00.

The property will be sold below the price determined by the Waiver Valuation because of the following reasons:

1. the sale and rehabilitation will help to promote a specific benefit to the immediate community,
2. the sale and rehabilitation will continue the elimination of blight, and

AGENDA

BOARD OF ESTIMATES

07/29/2015

DHCD - cont'd

3. the sale and rehabilitation will promote economic development through the placement of the subject properties on the City's tax rolls.

Pursuant to the provisions under the Baltimore City Code, Article 13 § 2-(h) (2) (ii)(c), all terms and conditions of the agreement were approved.

MBE/WBE PARTICIPATION:

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no 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.)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following page:
85
to the low bidder meeting specifications,
or reject the bid on those as indicated
for the reasons stated.

AGENDA

BOARD OF ESTIMATES

07/29/2015

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- | | | | |
|----|-----------------------------------|--------------------------|--------------|
| 1. | B50004118, Backhoe
With Loader | Correlli
Incorporated | \$ 74,350.00 |
|----|-----------------------------------|--------------------------|--------------|

(Dept. of General
Services)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|---------------------------------|--------------|
| 2. | B50004136, One Ton
Regular Cab Truck
with a Stake Body
and Lift Gate | Kip Killmon Louisa
Ford, LLC | \$ 82,000.00 |
|----|---|---------------------------------|--------------|

(Dept. of General
Services)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|-------------------|--------------|
| 3. | B50004119, Regular
Cab Truck with an
Open Utility Body | Cowles Ford, Inc. | \$ 81,700.00 |
|----|--|-------------------|--------------|

(Dept. of General
Services)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--------------------------------------|--|----------------|
| 4. | B50004074, J.I.T.
Office Supplies | Rudolph's Office &
Computer Supply,
Inc. | \$9,000,000.00 |
|----|--------------------------------------|--|----------------|

(City-wide)

MWBOO SET GOALS AT 5% MBE AND 0% WBE.

MBE: Sue Ann's Office Supply, Inc. 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

**A PROTEST WAS RECEIVED FROM WHITEFORD, TAYLOR AND PRESTON,
L.L.P. COUNSEL REPRESENTING MY OFFICE PRODUCTS.**

AGENDA

BOARD OF ESTIMATES

07/29/2015

Department of Public Works/Office - Amendment No. 1 to
of Engineering and Construction Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), for Project No. 1182J, On-Call Environmental, Engineering Services. The current Agreement expires August 14, 2015. The Amendment No. 1 extends the agreement through August 13, 2016.

AMOUNT OF MONEY AND SOURCE:

\$375,000.00 - To be determined with each individual project
Upset Limit

BACKGROUND/EXPLANATION:

This extension will allow the JMT to continue providing On-Call Environmental Engineering Services, when needed. The original agreement stipulates an option to extend the Agreement for an additional year, under the same terms and conditions in the amount of \$375,000.00, effective upon Board approval. The original Agreement was approved in the amount of \$750,000.00. The increase will make the total Agreement \$1,125,000.00.

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.

APPROVED FOR FUNDS BY FINANCE

**AUDITS NOTED THIS TIME EXTENSION AND THE INCREASE IN THE UPSET
LIMIT AND WILL REIVEW TASK ASSIGNMENTS.**

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - Deed in Lieu of Foreclosure

ACTION REQUEST OF B/E:

The Board is requested to approve and authorize execution of a Deed in Lieu of Foreclosure from the surviving director of the Harford Center for Senior Citizens, Inc. (Harford).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Under the terms of the Deed in Lieu of Foreclosure, the City accepts fee simple title to the property located at 4920 Harford Road, in lieu of payment of outstanding debt, in order to allow the property to continue to operate as a Senior Citizens Center in the Harford Road corridor.

In October 1984, the City provided a Purchase Money Mortgage to Harford in the amount of \$115,000.00 (the Loan) for a ten-year term. The Loan was modified to extend the term in 1988 and again in 1996. The Loan was modified a third time in April 2000. After the Board of Directors was reorganized, repairs were made to the building after paying off other debt to the State and federal government. The Volunteers of American Chesapeake, Inc., pursuant to a lease from Harford operated the Senior Citizens Center from approximately April 2000 to June 30, 2012.

Since then, Govans Ecumenical Development Corporation (GEDCO) has operated the facility with some grant assistance from the City, but without benefit of a lease or any money to make improvements to the property.

Harford went out of business and lost its Charter sometime around 2004. Under Maryland corporate law, a surviving director of the defunct corporation is authorized to take actions to wind up the affairs of the corporation. In this case, a Deed in Lieu

AGENDA

BOARD OF ESTIMATES

07/29/2015

Health Department - cont'd

of Foreclosure is submitted, whereby the surviving Director of the corporation has deeded fee simple interest to the City in exchange for the forgiveness of the outstanding Loan in the principal amount of \$89,259.00.

The City, through funding provided by the Department of General Services in the amount of \$100,000.00, intends to make certain repairs needed immediately to the center once it has title.

The Division of Aging and CARE Services is making application to the Maryland Department of Aging for Fiscal Year 2017 funding, in the amount of \$800,000.00, to make extensive capital improvements to the building. In order to secure that funding and to use the value of the building as matching funds, the City must control the site which the Deed in Lieu of Foreclosure allows the City to do. GEDCO has indicated to the City that it can only continue to operate the Senior Citizens Center if the City can take ownership of the property.

MBE/WBE PARTICIPATION:

N/A

(The Deed in Lieu of Foreclosure has been approved by the Law Department as to form and legal sufficiency.)

AGENDA**BOARD OF ESTIMATES****07/29/2015****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
1. Jerry Molyneaux	2015 AAU Junior	Track &	\$7,140.00
Lutalo Bakari*	Olympics - Track	Field	
Estosha Bakari*	and Field	Funds	
Jabari Bush *	Norfolk, VA		
Garfield Thompson*	July 30-Aug. 8, 2015		
Raynard Bennett*	*Aug. 2 - 8, 2015		
Mary K. Haynes*	(Reg. Fee \$ 0.00)		
Vaughn Devaughn*			
Sierra Cary-Brown*			

Mr. Jerry Molyneaux is the Head Track & Field Coach. He will arrive early on July 30th to register and handle other affairs for the rest of the team members for the track and field event. The other members will join Mr. Molyneaux starting August 2, 2015.

Office of the President

2. Helen Holton	MACO Summer Conference Ocean City, MD Aug. 12 - 15, 2015 (Reg. Fee \$285.00)	Elected Official Expense\ Account	\$1,512.11
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The allowed subsistence for this area is \$264.00 per day. The hotel cost is \$265.05 for the first two nights, \$322.05 for the third, plus \$93.97 for taxes and fees. The Baltimore City Council is requesting additional subsistence for the amount of \$60.15 to cover the hotel balance and \$40.00 per day to cover the cost of meals and incidental expenses for a total of \$180.15.

AGENDA**BOARD OF ESTIMATES****07/29/2015****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
3. Linda McIver Karen Spencer	FDA Central Region Retail Food Protec- tion Seminar Richmond, VA Aug. 11 - 14, 2015 (Reg. Fee \$225.00 ea.)	AFDO Grant Award & General Fund	\$1,614.18

The registration fee in the amount of \$225.00 for each attendee was pre-paid on EA000167314. Therefore, each attendee will be disbursed \$582.09.

Bureau of Purchases

4. Colles Z. Corprew	American Contract Compliance Assn. Annual Conference West Palm Beach, FL Aug. 24 - 31, 2015 (Reg. Fee \$500.00)	General Funds	\$1,895.00
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The registration fee was prepaid by a City-issued procurement card assigned to Ms. Corprew. The amount to be disbursed to Ms. Corprew is \$1,395.00.

Department of Public Works

5. Shonte Eldridge	Project Management Institute PMO Symposium Phoenix, AZ Nov. 8 - 11, 2015 (Reg. Fee \$2,070.00)	General Funds	\$3,046.00
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The registration fee of \$2,070.00 and airfare of \$346.00 were prepaid using a City issued procurement card assigned to Lyque O'Connor. The disbursement to Shonte Eldridge is \$630.00.

AGENDA**BOARD OF ESTIMATES****07/29/2015****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
6. Alan Robinson	Project Management Institute PMO Symposium Phoenix, AZ Nov. 8 - 11, 2015 (Reg. Fee \$2,134.00)	General Funds	\$3,519.00

The subsistence rate for this location is \$177.00. The hotel rate is \$255.00 per night plus hotel taxes of \$31.29 per night. The Department is requesting additional subsistence of \$78.00 per night to cover the hotel costs and \$40.00 per day for meals and incidentals. The airfare in the amount of \$346.00 and the registration fee in the amount of \$2,314.00 were prepaid using a City-issued procurement card assigned to Ms. Lyque O'Connor. The disbursement to Mr. Robinson is \$1,039.00.

TRAVEL REIMBURSEMENTDepartment of Transportation

7. Colby McFarland	\$66.24
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On July 01, 2015, the Board approved the travel request for Mr. McFarland to attend the 2015 COMTO Annual Conference in Boston, MA on July 11 - 14, 2015. The airfare for the approved request was for the amount of \$152.00 on Southwest Airlines. However, due to miscommunication, Mr. McFarland traveled on Jet Blue Airlines at a cost of \$218.24. Therefore, the Department is requesting a reimbursement to Mr. McFarland in the amount of \$66.24.

AGENDA

BOARD OF ESTIMATES

07/29/2015

PROPOSALS AND SPECIFICATIONS

1. Department of General Services - GS 15813R, MECU Building
Envelope Improvements
BIDS TO BE RECV'D: 09/09/2015
BIDS TO BE OPENED: 09/09/2015

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED