

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 at 9:00 A.M., Room 215 City Hall.

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

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

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

NOTICES - cont'd:

2. **BOARD OF ESTIMATES' RECESS**
SEPTEMBER 30, 2015

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on September 30, 2015.

The Board of Estimates will not receive or open bids on September 30, 2015. The Board of Estimates will reconvene on October 7, 2015.

BOARD OF ESTIMATES' AGENDA - SEPTEMBER 23, 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:

Advanced Fire Protection Systems, LLC	\$ 8,000,000.00
Allied Contractors, Inc.	\$ 32,796,000.00
Artisan Concrete Services, Inc.	\$ 891,000.00
CitiRoof Corporation	\$ 8,000,000.00
Dixie Construction Company, Inc.	\$ 8,000,000.00
HomeRite of Baltimore, LLC	\$ 1,026,000.00
J&R Roofing Company, Inc.	\$ 8,000,000.00
John E. Kelly & Sons Electrical Construction, Inc.	\$ 8,000,000.00
L/B Water Service, Inc.	\$ 200,000,000.00
(Work Capacity Rating Underwritten by Blanket Guarantee of \$200,000.00 from the Parent Company Stormwater Solution Source, LLC)	
Merrell Bros, Inc.	\$ 8,000,000.00
Michels Corporation	\$2,571,912,000.00
Moretrench American Corporation	\$ 526,455,000.00
Phoenix Experiential Designs, LLC	\$ 765,000.00
R&R Contracting Utilities, Inc.	\$ 1,500,000.00
Schnabel Foundation Company	\$ 179,442,000.00
SEH Excavating, Inc.	\$ 8,000,000.00
Synagro Central, LLC	\$ 611,451,000.00
Tissa Enterprises, Inc.	\$ 28,548,000.00

AGENDA

BOARD OF ESTIMATES

09/23/2015

BOARDS AND COMMISSIONS - cont'd

2. Prequalification of Architects and Engineers

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

Edwards Utility Mapping Corporation Land Survey

TRANSFERS OF FUNDS

* * * * *

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

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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

09/23/2015

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$212,000.00	9938-907049-9475	9938-908049-9474
State (Program	(Reserve) Cahill	(Active) Cahill
Open Space)	Community Center	Comm. Center

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task #32 to GWWO, Inc.

2. \$ 25,000.00	9938-908046-9475	9938-910046-9474
Rec. & Parks	(Reserve) FY15	(Active) FY15 Pool
27 th Series	Pool and Bath	and Bath House
	House Renovation	Renovation

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task #33 to GWWO, Inc.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a claim brought by Dennis Talbot against the Baltimore City Department of Public Works for alleged violations of the Americans with Disability Act.

AMOUNT OF MONEY AND SOURCE:

\$28,000.00 - 2036-000000-1752-175200-603070

BACKGROUND/EXPLANATION:

The Plaintiff started employment with the DPW as a Seasonal Maintenance Worker (Driver) in May 2014. Due to a medical condition that prevented him from engaging in heavy lifting, he was transferred from his initial work location to another work site. There the Plaintiff was also required to perform heavy lifting though he requested driving functions only. The Plaintiff subsequently suffered a work-related injury while lifting a heavy item. The Plaintiff was examined at Mercy and was determined to be unfit to perform laboring functions. The Plaintiff was thereafter notified that his employment would terminate. The Plaintiff filed a charge of discrimination with the EEOC seeking back-pay and reinstatement. To avoid the costly expense of litigating an ADA claim and the uncertainty of trial, the parties have agreed to settle this matter for a modest sum of \$28,000.00, without reinstatement.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, a recommendation is made to the Board to approve the settlement of this case as set forth above to avoid the uncertainty and expense of further litigation and potential appeals.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Mayor's Office Human - Agreements and Grant Agreement
Services (MOHS)

The Board is requested to approve and authorize execution of the following Agreements and Grant Agreement:

AGREEMENTS

1. **ST. VINCENT DE PAUL OF BALTIMORE** **\$1,078,944.00**

Account: 1001-000000-3572-327200-603051

The organization will provide services and shelter for 75 homeless women and children in Baltimore City. The period of the Agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because of the delay at the Administrative level.

MWBOO GRANTED A WAIVER

2. **PROJECT PLASE, INC.** **\$151,037.50**

Account: 4000-407016-3572-756100-603051

The organization will provide permanent housing and supportive services to 12 individuals. The period of the Agreement is October 1, 2015 through September 30, 2016.

MWBOO GRANTED A WAIVER

AGENDA

BOARD OF ESTIMATES

09/23/2015

MOHS - cont'd

GRANT AGREEMENT

3. HEALTH CARE FOR THE HOMELESS, INC. \$196,550.00

Account: 4000-407116-5940-760200-603051

The organization will use the funds to provide medical and mental health assessments, nursing services, case management, food, and transportation to medically compromised persons experiencing homelessness. The organization will also serve approximately 250 individual clients. The period of the Grant Agreement is July 1, 2015 through June 30, 2016.

The Grant Agreement is late because of the delay at the Administrative level.

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payment of Settlement</u>			
1. Denise Clark Keyes (Prior owner)	1904 Herbert St.	L/H	\$ 9,800.00

Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demolition Area.

On January 28, 2015, the Board approved the acquisition, by condemnation, of the leasehold interest in the real property located at 1904 Herbert Street. The Board previously approved a fair market value of \$19,700.00, based upon an independent appraisal report. As the property was a rental property, the owner obtained a report using the income approach, indicating that the value of the property was \$59,875.00. After mediation, the parties settled the case for \$29,500.00. Therefore, the Board is requested to approve an additional \$9,800.00.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Adel Ahmed for an amount that is less than the lien amount for the property located at 1357 W. North Avenue.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Appraised Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1357 W. North Avenue	\$5,000.00	\$8,725.15	\$25,874.37	\$8,725.15

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1357 W. North Avenue on May 19, 2014 for \$25,874.37. Adel Ahmed has offered to purchase the Tax Sale Certificate for \$8,725.15 cash, file the petition to foreclose, acquire title to the property, and return it to productive use.

The assignment amount of \$8,725.15 for the Tax Sale Certificate will cover the flat taxes and water bills on that property.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Space Utilization Committee - Sublease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Sublease Agreement with the Community Media of Baltimore City, Inc., Sublessee, for the rental of a portion of the property known as 34 Market Place, being on the 2nd floor, consisting of 117 square feet. The period of the Sublease Agreement is September 1, 2015 through August 31, 2016, with the option to renew for one additional 1-year term.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installment</u>
1	\$1,855.85	\$154.65

The option to renew for one additional year will be at the rate of 3% above the previous year.

BACKGROUND/EXPLANATION:

The Leased Premises will be used for offices by Community Media of Baltimore City, Inc. The Sublessee accepts the sublet space in its current condition. The Sublessee will be responsible for the maintenance of the sublet space at its own expense and cost. The Sublessor will be responsible for maintaining the premises in good, clean, and safe repair and condition.

The Space Utilization Committee approved this Sublease Agreement on September 15, 2015.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Horticultural Society of Maryland, Inc., Tenant, for the rental of 85 square feet of office space at the Vollmer Center (Building), 4915 Greenspring Avenue. The period of the Lease Agreement is June 1, 2015 through May 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent

BACKGROUND/EXPLANATION:

The leased premises will be used as office space for the Horticultural Society of Maryland, Inc. The annual rent for \$1.00 takes into consideration the \$500,000.00 donation made by Pauline Vollmer towards the construction of the building on behalf of the Horticultural Society of Maryland, Inc., as well as an additional \$100,000.00 donated by the Horticultural Society of Maryland, Inc. towards construction of the new Vollmer Center.

Provided that the Tenant is not in default of any terms of the Lease Agreement at the time of exercise, the Tenant has the option to renew the lease for two additional five year terms. The Tenant will pay on the commencement date of this lease the sum of \$2,400.00 annually and June 1st of each renewal year into a "Building Operation Fund" that will be established by the City to defray utility, security, janitorial, and other expenses incurred in connection with such uses from the tenant.

The Space Utilization Committee approved this lease on September 15, 2015.

This lease is late because of administrative issues.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement between the Mayor's Office of Human Services, Landlord, and Dayspring Programs, Inc./Head Start Program, Tenant, for the rental of the property known as 5427 Belair Road, consisting of approximately 7,472 square feet. The period of the Lease Agreement is July 1, 2015 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent, if demanded

BACKGROUND/EXPLANATION:

The leased premises will be used for Dayspring Head Start operations, providing education, health, social services, and parent-community involvement opportunities to low-income children (ages 3 to 5) and their families.

The Landlord will be responsible for fire insurance. The Tenant accepts the leased premises in its current existing condition and will be responsible for maintenance, utilities, repairs, minor improvements, janitorial, security, and pest control. The tenant will maintain necessary licenses for business operation.

The Landlord and Tenant will meet to discuss proposed capital improvements and determine the party responsible to pay costs associated with such improvements.

The Space Utilization Committee approved this Lease Agreement on September 15, 2015.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement between Futurecare Homewood Properties, LLC, Landlord, and the Department of Housing and Community Development Weatherization Program, Tenant, for a portion of the property known as 2700 N. Charles St., on the 2nd floor, consisting of approximately 8,472 sq. ft. also known as Suite 201 along with 10 parking spaces at 2614-2628 N. Charles St. The period of the Lease Agreement is July 1, 2015 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Installments</u>
Year 1 and 2	\$121,573.20	\$10,131.10

Account: 5000-594415-5971-439503-603013

BACKGROUND/EXPLANATION:

The Leased Premises will be used for the DHCD Weatherization Program. The Landlord will be responsible for structural maintenance, maintenance and repairs, utilities, security, fire insurance, real estate taxes and snow removal. The Tenant will provide to the leased premises, janitorial services, and liability insurance under the City's self-insured program, and contribute \$333.33 per month towards security costs.

The agreement is late because of delays in the administrative review process, which is required before submission to the Board.

The Space Utilization Committee approved this Lease Agreement on September 15, 2015.

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

09/23/2015

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement between Futurecare Homewood Properties, LLC, landlord, and Mayor's Office of Human Services, tenant, for a portion of the property known at 2700 N. Charles St., on the 2nd floor, consisting of approximately 12,291 sq. ft. also known as Suite 202 along with 10 parking spaces at 2614-2628 N. Charles St. The period of the Lease Agreement is July 1, 2015 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Installments</u>
Year 1 and 2	\$125,000.00	\$10,416.67

Account: 5000-585915-1191-719000-603013

BACKGROUND/EXPLANATION:

The Leased Premises will be used for the Mayor's Office of Human Services, Energy Assistance Program. The Landlord will be responsible for structural maintenance, maintenance and repairs, utilities, security, fire insurance, real estate taxes and snow removal. The Tenant will provide to the leased premises, janitorial services, and liability insurance under the City's self-insured program, and contribute \$666.67 per month towards security costs.

The agreement is late because of delays in the administrative review process, which is required before submission to the Board.

The Space Utilization Committee approved this Lease Agreement on September 15, 2015.

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

09/23/2015

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with the Maryland Aviation Administration of Maryland, Department of Transportation, Landlord, for a portion of the property known as Martins Airport-Hanger 499, consisting of approximately 61,315 sq. ft. of land and 24,400 sq. ft. of aircraft hangar and floor space. The period of the Lease Agreement is September 5, 2015 through September 4, 2025.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
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\$303,089.00	\$25,257.42
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Account: 1001-000000-6400-634100-603013

BACKGROUND/EXPLANATION:

The Tenant will use the leased premises to store, maintain, and administer the helicopter fleet of the Baltimore City Police Department Aviation Unit. The Landlord responsibilities include maintaining the common facilities in good condition, providing cleaning and snow removal services, and to permit the use of the common facilities at the Airport to include the airfield ramps, cargo discharging areas, and taking off facilities. The Tenant responsibilities include maintaining the interior and exterior of the Hangar leased premises, keeping the leased premises in clean, safe, and sanitary condition, paying all utility services and fees for use of the Leased Premises, and to pay for a Liability Insurance policy.

The Space Utilization Committee approved this Lease Agreement on September 15, 2015.

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

09/23/2015

Department of Real Estate - Lease Renewal Option

ACTION REQUESTED OF B/E:

The Board is requested to approve exercising the renewal option of the Lease Agreement with Cloverland Real Estate II Limited Partnership, Landlord, for the rental of a portion of the property known as 2524 Kirk Avenue, on the 1st floor, consisting of approximately 25,000 sq. ft. The period of the renewal is October 1, 2015 through September 30, 2020.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$244,240.32	\$20,353.36
Year 2	\$254,009.93	\$21,167.49
Year 3	\$264,170.33	\$22,014.19
Year 4	\$274,737.14	\$22,894.76
Year 5	\$285,726.63	\$23,810.55

Account: 1001-000000-2002-195600-603013

BACKGROUND/EXPLANATION:

The Board approved the original lease agreement on August 3, 2005. The leased premises will be used by the Baltimore Police Department, Internal Investigation Division as office space and headquarters of the Internal Investigation Division. The agreement was for 10 years commencing October 1, 2005 through September 30, 2015, with the option to renew for two five-year periods. This request is for the first renewal option. The Landlord will be responsible for utilities, structural defects, maintenance and repairs, real estate taxes, fire insurance and janitorial services. The Tenant will be responsible for liability insurance under the City's self-insured program. All other rentals, conditions, and provisions of the Lease Agreement dated August 3, 2005 will remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Real Estate - Renewal of License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the exercising of the renewal option of a License Agreement with The Towers of Harbor Court Condominium, licensor, for the rental of a portion of the premises located at 10 E. Lee St., being the roof of the East Tower building consisting of approximately 841 sq. ft. The period of the lease renewal is October 1, 2015 through September 30, 2016.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$76,384.56	\$6,365.38

Account: 2042-000000-1474-165700-603013

BACKGROUND/EXPLANATION:

The demised premises are used for the operation and maintenance of antennas, in conjunction with the 800 Megahertz system for the Fire and Police Departments of Baltimore City. The Board approved the original License Agreement on September 30, 1997, with an option to renew for 9 terms of one-year. A new License Agreement was approved by the Board on November 21, 2007 for an initial term of one year beginning on October 1, 2007 with an option to renew for 9 one-year terms. This renewal is for the eighth term. The Licensor will be responsible for maintenance and repairs, roof and all common areas of the building and utilities. The Licensee will be responsible for liability insurance, maintenance, and repairs to equipment.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Real Estate - Lease Renewal Option

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Lease Agreement with Joseph S. McNeal, tenant, for the rental property known as 4601 Bucks Schoolhouse Road, Baltimore County, consisting of approximately 65 acres of farmland along with a one story dwelling, and other buildings. The period of the renewal is August 1, 2015 through July 31, 2016.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$10,818.00	\$901.50

BACKGROUND/EXPLANATION:

The leased premises are used primarily for agricultural use. The original term of the lease agreement was for one year, commencing on August 1, 2013 through June 31, 2014. The lease was approved on July 31, 2013. The first renewal option was approved for August 1, 2014 through July 31, 2015. This request is for the second renewal. The Landlord will carry adequate fire insurance on the leased premises under the Landlord's self-insurance program. The Tenant will be responsible for maintenance and repairs, payment of utilities, trash and snow removal, real estate taxes, and the liability insurance on the leased premises.

The renewal is late because the tenant had to resolve back rent payments before the renewal could be offered.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Space Utilization Committee - Third Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Amendment to Lease Agreement with RWN-200 East Lexington Street, LLC, Landlord, for the rental of a part of the property located at 200 E. Lexington Street, consisting of approximately 3,000 square feet, and known as Suites 100 and 101 for use by the Environmental Control Board (ECB), Tenant. The Third Amendment to Lease Agreement extends the period of the agreement through October 31, 2017.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$45,000.00	\$3,750.00
Year 2	\$48,000.00	\$4,000.00

Account: 1001-000000-1170-138600-603013

BACKGROUND/EXPLANATION:

The Leased Premises will be used for offices by the Baltimore City Environmental Control Board.

On August 10, 2011, the Board approved the original lease agreement for three years commencing November 1, 2011 through October 31, 2014. On November 9, 2011, the Board approved the first amendment. This Third Amendment to Lease Agreement extends the period through October 31, 2017. All other conditions, provisions, and terms of the original agreement remain in full force and effect.

The Space Utilization Committee approved this Third Amendment to Lease Agreement on September 15, 2015.

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

AGENDA**BOARD OF ESTIMATES****09/23/2015**Department of Transportation - Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 120 W. North Avenue	North Avenue Arts, LLC	(1) Marquee 80 sq. ft., (1) double face electric sign 25 sq. ft.
Annual Charge: \$ 468.50		
2. 1414 Key Highway	1414 Key Highway Holdings, LLC	Canopy 50' 6"x5'4" wood veneer 4"
Annual Charge: \$ 636.37		

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Transportation - Conduit Lease Rate Adjustment

ACTION REQUESTED OF B/E:

The Board is requested to approve the City conduit lease fees to be set at \$3.33 per occupied or reserved linear foot annually. The proposed fees will apply to all users and occupants of the system. The fees shall be effective upon Board approval, or September 9, 2015, whichever occurs later and will remain in effect until revised or adjusted as defined herein. Beginning on July 1, 2016, and annually thereafter effective on July 1 of each year, these rates will be adjusted based on the increase in the Consumer Price Index. The Department also requests authority to impose a monthly late fee of 1.5% of the outstanding balance upon users of the system who fail to remit the full amount invoiced within 60 calendar days of the invoice date.

AMOUNT OF MONEY AND SOURCE:

This action does not involve the expenditure of any City funds.

BACKGROUND/EXPLANATION:

In 2008, the Board approved a rate agreement between the City and Baltimore Gas and Electric, the largest user of the conduit system that established rates to be paid over a five year period, which expired in October 2014. The Board extended the agreement on two occasions and the Agreement has now expired. The current rate of 0.9785 per linear foot, remains below the City's costs to own, operate, and maintain the system as determined in 2000, and falls short of the cost to operate and maintain the system today. The requested rate represents the cost to operate and proactively maintain the system today.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Employees' Retirement System (ERS) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Subscription Agreement with Summit Partners Growth Equity Fund IX, L.P. managed by Summit Partners, L.P.

AMOUNT OF MONEY AND SOURCE:

\$5,000,000.00 - approximately of ERS funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

All investment management fees and expenses (an average of 1.7%, plus an additional 20% profits share) will be expended from the ERS. Summit Partners, L.P. will be managing approximately \$5,000,000.00 of ERS assets in Summit Partners Growth Equity Fund IX, L.P.

The ERS Board of Trustees is currently an investor in one other private equity fund managed by Summit Partners. With the recommendation of the ERS investment consultant, Marquette Associates, the ERS Board voted to invest in Summit Partners Growth Equity Fund IX, L.P.

MWBOO GRANTED A WAIVER.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Fire and Police Employees' - Third Amendment to Securities
Retirement System (F&P) Lending Authorization Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Amendment to Securities Lending Authorization Agreement with The Bank of New York Mellon (BNYM).

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

Pursuant to this Third Amendment to Securities Lending Authorization Agreement, cash collateral generated by the loan of F&P's securities would be invested by the BNYM, the F&P's lending agent, and will generate securities lending revenues which will be split between the F&P and the BNYM.

Mellon Bank, the predecessor to the BNYM, first entered into a February 17, 1999 Master Custody Agreement with the Mayor and City Council of Baltimore pursuant to which Mellon Bank was appointed custodian of the F&P's assets and which authorized Mellon Bank to lend the F&P's securities of the System pursuant to a separate Securities Lending Authorization Agreement approved by the Board on June 2, 1999.

The parties now desire to amend the original Agreement to (1) change the securities lending revenue sharing ratio in favor of the F&P from a 75%/25% sharing ratio to a 75%/25% sharing ratio for up to \$800,000.00 of lending revenues and a 80%/20% for over \$800,000.00 of lending revenues, (2) establish new investment guidelines for cash collateral, and (3) authorize the acceptance of non-cash collateral by the BNYM at an increased collateralization.

MWBOO GRANTED A WAIVER.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Fire and Police Employees' - Benefits Disbursements
Retirement System (F&P) Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Benefits Disbursements Services Agreement with The Bank of New York Mellon (BNYM).

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction.

\$80,000.00 - annually approximately for monthly F&P payroll

BACKGROUND/EXPLANATION:

Pursuant to this Benefits Disbursement Services Agreement, the F&P will annually pay approximately \$80,000.00 in processing fees (not including postage) to the BNYM to process a monthly F&P payroll, consisting of approximately 6,300 retirees and beneficiaries.

Effective January 2016, Ordinance 15-381 mandates that the F&P retirees and beneficiaries be paid monthly, rather than bi-weekly. This change enables the F&P to retain the BNYM, its custodian bank, to provide payroll processing services at a substantially reduced cost. It is estimated that the F&P will save approximately \$150,000.00 on a payroll of about 6,300 retirees and beneficiaries by switching to the BNYM from its current paymaster, ADP.

MWBOO GRANTED A WAIVER.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Circuit Court for Baltimore City - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with the Family Recovery Program, Inc. (FRP). The period of the Agreement is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$115,025.00 - 5000-539210-1100-668100-405001

BACKGROUND/EXPLANATION:

The Circuit Court received a grant award from the Administrative Office of the Courts - Office of Problem - Solving Courts to pay for the salary and benefits of two staff positions, Transportation Services and Drug Screen Collection Tests.

The Circuit Court will enter into an agreement with the Family Recovery Program, Inc. for salary and benefits of two staff positions. The positions that will be funded are the FRP Court Coordinator at \$64,790.00 and the FRP Reengagement Peer Recovery Advocate at \$31,907.00 during the term of this Agreement, as well as \$1,800.00 for Transportation Services, and \$16,528.00 for Drug Screen Collection Tests. The parties agree that these staff positions will be managed and supervised by the FRP.

The Agreement is late due to delays finalizing the contract.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Fire Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. Calvin J. Bowman for the month of March 2015 for mileage.

AMOUNT OF MONEY AND SOURCE:

\$294.40 - 1001-000000-2131-228200-603001

BACKGROUND/EXPLANATION:

Mr. Bowman submitted his March expense documentation late and it was returned by Disbursements for submission to the Board.

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

09/23/2015

Health Department - Agreements

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

1. **THE UNIVERSITY OF MARYLAND, \$ 81,217.00**
BALTIMORE (UMB)

Account: 4000-423116-3150-295905-603051

UMB's Center for Health and Homeland Security will assist with further developing the Health Department's public health emergency plans for Strategic National Stockpile (SNS) and Emergency Medical Countermeasure (eMCM) dispensing as well as other preparedness and response initiatives under the guidance of the Health Department's Office of Public Preparedness and Response Director and Deputy Director. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because of the Department's administrative review process.

MWBOO GRANTED A WAIVER.

2. **FAMILY LEAGUE OF BALTIMORE \$1,090,794.00**
CITY, (FLBC) INC.

Account: 4000-469016-3080-294601-603051

The FLBC will provide services to reduce the number of infant deaths due to low birth weight, preterm births, and unsafe sleep conditions. The goals of the program are to reach full capacity for the expanded Health Families America (HFA) areas, continue to improve data quality, and to implement the interconception home visiting program. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because the Department was waiting for additional information.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Health Department - cont'd

3. HEALTHCARE ACCESS MARYLAND, INC. \$ 60,000.00

Account: 5000-569516-3080-294200-603051

The overall strategy of the Safe Sleep Project is to prepare pregnant women for the arrival of their newborn and the postpartum period by providing safe sleep education, newborn, and post-partum education. Services will include family planning and well-woman exams, and the provision of a portable crib, when needed. HealthCare Access Maryland, Inc. will provide the services of a Safe Sleep/Family Planning Coordinator to screen all requests for program eligibility, provide Safe Sleep education and training, and link women to available support services. The period of the agreement is July 1, 2015 through June 30, 2016.

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

MWBOO GRANTED A WAIVER.

4. BALTIMORE MEDICAL SYSTEM, INC. \$ 49,929.00

Account: 5000-520116-3080-388900-603051

Baltimore Medical Systems, Inc. will work with the Department to provide Comprehensive Family Planning Services to include clinical reproductive health care services which allows the client to choose from a broad range of contraception options, screening, and referral of reproductive-related cancers, and education and screening of sexually transmitted infections. The period of the agreement is July 1, 2015 through June 30, 2016.

The agreement is late because it was just completed.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Health Department - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA). The period of the NGA is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$217,777.00 - 5000-534016-3044-273300-405001

BACKGROUND/EXPLANATION:

The approval of this NGA will allow the Department to accept and utilize funds received from the MDoA for State funded programs. These funds will provide a variety of services for older adults residing in Baltimore City.

The NGA is late because it was recently received from the MDoA.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA). The period of the NGA is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$ 73,079.00	-	4000-433516-3023-273300-404001
17,160.00	-	4000-432916-3252-514300-404001
<u>\$ 90,239.00</u>		

BACKGROUND/EXPLANATION:

This NGA will provide funds for coordinated and accessible services for seniors in Baltimore City. By acceptance of this grant, the Department agrees to abide by the Older Americans Act, as amended, and all applicable Federal and State policies, rules and procedures.

The NGA is late because it was recently received from the MDoA.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Health Department - Revised Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Revised Notice of Grant Award (NGA) from the Maryland Department of Aging (MDoA). The period of the revised NGA is October 1, 2014 through September 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$ 64,372.00 - 6000-633515-3254-316200-406001

BACKGROUND/EXPLANATION:

On April 1, 2015, the Board approved the original NGA in the amount of \$219,732.00. The NGA is being revised in the amount of \$64,372.00 for the Nutrition Service Incentive Program (NSIP). The new total amount of the NGA is \$284,104.00.

Approval of this NGA will allow the Department to provide funds for senior nutrition programs at the designated meal sites or home-delivered meals.

The revised NGA is late because it was recently received from the MDoA.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

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. J. F. FISCHER | \$32,635.00 | Low Bid |
| Solicitation No. B50004233 - Repair to Condensate Pans in AHUs at Baltimore Convention Center - MOCON/Convention Complex - Req.No R702694 | | |

The requirement was posted on CitiBuy and two bids were received. The award is recommended to the lowest bid received.

- | | | |
|---|-------------|---------|
| 2. AM CONSERVATION GROUP, INC. | \$45,866.25 | Low Bid |
| Solicitation No. B50004262 - Weatherization Install Supplies - Department of Housing & Community Development - Req. No. R704658 | | |

The requirement was posted on CitiBuy and two bids were received. The award is recommended to the lowest bid received. The period of the award is September 23, 2015 through September 22, 2016 with two, 1-year renewal options.

- | | | |
|---|-------------|---------|
| 3. SMITH MICRO SOFTWARE, INC. | \$16,650.00 | Renewal |
| Contract No. 08000 - Annual Support & Maintenance Quick Link Mobility - Baltimore City Police Department - Req. No. R675975- Purchase Order No. P528880 | | |

On September 29, 2014, the City Purchasing Agent approved the initial award in the amount of \$16,650.00. The award contained one 1-year renewal option. This renewal in the amount of \$16,650.00 is for the period September 23, 2015 through September 22, 2016.

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

- | | | |
|---|---------|---------|
| 4. SAFEWARE, INC. f/k/a
F.L. ANDERSON COMPANY | \$ 0.00 | Renewal |
| Contract No. B50002461 - Turnout Gear - Baltimore City Fire Department - P.O. No. P521574 | | |

On September 26, 2012, the Board approved the initial award in the amount of \$3,600,000.00. The award contained six 1-year renewal options. Subsequent renewals have been exercised. This renewal in the amount of \$0.00 is for the period September 26, 2015 through September 25, 2016, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 5. LION TOTAL CARE, INC. | \$250,000.00 | Renewal |
| Baltimore County Solicitation No. B-545-Firefighter Turnout Gear Repair and Cleaning - Baltimore City Fire Department - P.O. No. P522636 | | |

On February 13, 2013, the Board approved the initial award in the amount of \$500,000.00. The award contained four 1-year renewal options. Subsequent renewals have been exercised. This renewal in the amount of \$250,000.00 is for the period October 1, 2015 through September 30, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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|---|--------------|---------|
| 6. MOSAIC GLOBAL SALES,
LLC | \$700,000.00 | Renewal |
| Contract B50003722 - Hydrofluorosilicic Acid for Water Treatment Plants - Department of Public Works, Water and Wastewater - P.O. No. P530639 | | |

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

On October 15, 2014, the Board approved the initial award in the amount of \$662,000.00. The award contained four 1-year renewal options. On February 25, 2015, the Board approved the Assignment of the contract. This renewal in the amount of \$700,000.00 is for the period November 15, 2015 through November 14, 2016, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

7. HD SUPPLY WATERWORKS,
 LIMITED PARTNERSHIP \$2,500,000.00 Increase
 Contract No. B50002341 - Multi Sizes Fire Hydrants &
 Replacement Parts - Department of Public Works, Bureau of
 Water and Wastewater - P.O. No. P520646

On May 23, 2012, the Board approved the initial award in the amount of \$740,000.00. The award contained three 1-year renewal options. An increase was approved on December 18, 2013 and the second renewal was approved on April 29, 2015 in the amount of \$900,000.00. This increase is necessary to purchase parts for fire hydrants. It is important that the agency keep these parts in stock so that repairs and replacements can be done quickly and no fire hydrant has to be removed from service because of a lack of parts. This increase will make the award amount \$5,190,000.00. The contract expires on May 22, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

8. BELTWAY INTERNATIONAL,
 LLC \$1,912,845.00 Increase
 Contract No. B50003868 - Conventional Cab Bulk Trucks -
 Department of General Services - Req. No. P528465

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

On February 11, 2015, the Board approved the initial award in the amount of \$256,896.00. This increase in the amount of \$1,912,845.00 is to purchase 15 additional conventional cab bulk 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 \$2,169,741.00. The contract expires on February 10, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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|----|---|---------------------|-----------------|
| 9. | <u>HUMANIM, INC.</u> | <u>\$600,000.00</u> | <u>Increase</u> |
| | Contract No. B50003276 - Building Deconstruction - Department of Housing and Community Development - P.O. No. P527233 | | |

On April 2, 2014, the Board approved the initial award in the amount of \$690,289.00. On March 4, 2015, the Board approved a renewal in the amount of \$600,000.00. This increase in the amount of \$600,000.00 is necessary to fund additional deconstruction projects. The increase will make the award amount \$1,890,289.00. The above amount is the City's estimated requirement.

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

	<u>Commitment</u>	<u>Performed</u>	
MBE: L & J Construction Waste Recycling, LLC	27%	\$120,603.00	25.1%
WBE: Morgan Construction Services, Inc.	10%	\$ 56,840.00	11.8%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

10. MJM INNOVATIONS d/b/a
MJ MANAGEMENT SERVICES,
LLC \$124,215.00 Extension
Contract No. B50001205 - Management Services for Eating
Together in Baltimore Program - Health Department -
Commission on Aging - P.O. No. P513722

On May 12, 2010, the Board approved the initial award in the amount of \$496,860.00. The award contained two 1-year renewal options, which were previously exercised. The current contract expired on August 31, 2015. The Board approved an extension on May 6, 2015 in the amount of \$0.00. An extension is necessary to allow time to bid, evaluate, and award a vendor for Solicitation No. B50004041. This extension in the amount of \$124,215.00 will make the award amount \$2,746,655.00 and is for the period September 1, 2015 through November 30, 2015. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 10% MBE AND 2% WBE.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Sue-Ann's Office Supply	0.40%	\$ 8,146.70	1.4%
WBE: Curry Printing and Copy Center	0.30%	\$ 5,373.14	0.9%
Jodi M. Stappler, CPA	2.00%	3,000.00	0.5%
Staff Quest, Inc.		7,552.05	1.3%
	<u>2.30%</u>	<u>\$15,925.19</u>	<u>2.7%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

11. EROSION CONTROL & LANDSCAPE
SERVICES, INC. \$100,000.00 Extension
Contract No. B50003072 - On-Call Seeding Services -
Department of Public Works, Bureau of Solid Waste - P.O.
No. P524961

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

On September 25, 2013, the Board approved the initial award in the amount of \$468,000.00. Two 1-year renewal options are currently available on this contract, but this request is to extend with enough time to re-solicit the requirement due to MWBOO's finding of non-compliance. This extension in the amount of \$100,000.00 will make the award amount \$568,000.00. The period of the extension is September 30, 2015 through March 31, 2016. The above amount is the City's estimated requirement.

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

	<u>Commitment</u>	<u>Performed</u>
MBE: Gambino Construction, Inc.	5%	\$ 0
WBE: Haines Industries, Inc.	2%	\$ 0

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

12. BIOMEDICAL WASTE

SERVICES, INC.	\$ 0.00	Extension
Contract No. B50001977 - Biomedical Waste Pickup and Disposal - Health Department - Facilities - P.O. No. P517881		

On August 10, 2011, the Board approved the initial award in the amount of \$34,425.00. The award contained three 1-year renewal options. All renewal options have been exercised. The current contract expires September 30, 2015. An extension is necessary to allow time to bid, evaluate, and award a new contract. This extension in the amount of \$0.00 is for the period October 1, 2015 through January 31, 2016. 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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|---|--------------|---------------------------|
| 13. ORACLE AMERICA,
INC. | \$389,022.93 | Amendment to
Agreement |
| Contract No. 08000 - Oracle and Primavera Software License and Support Services - Departments of Public Works, Transportation, Police and the Mayor's Office of Information Technology, etc. - P.O. No. P517115 | | |

On May 11, 2011, the Board approved the initial award and Amendment in the amount of \$1,500,000.00. On November 27, 2013, the Board approved the second Amendment in the amount of \$116,682.02. This third Amendment in the amount of \$389,022.93 is necessary for the upgrade of the current hardware, which hosts the Oracle database supporting the Records Management System for the Police Department. The contract expires on May 10, 2016.

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

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

Department of Public Works/ - Grant Award
Bureau of Solid Waste

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the State of Maryland, Department of the Environment.

AMOUNT OF MONEY AND SOURCE:

\$38,000.00 - 5000-579516-5154-338100-405001

BACKGROUND/EXPLANATION:

The Maryland Department of the Environment offered a one-time grant to jurisdictions within the State that fund an electronics collection and recycling program and document their efforts and expenses for the recycling program. Participating jurisdictions can qualify to be reimbursed up to \$40,000.00 for costs associated with the Electronic Recycling Program. The City was approved for a \$38,000.00 grant under this program.

This submission is late because when the grant check was received there was a considerable delay in identifying and routing the funds to the proper grantee agency, the Bureau of Solid Waste, Recycling Office. As soon as the Recycling Office identified the funds as a grant for the Electronic Recycling Program, the processing of the check was expedited.

There was no prior approval on the original acceptance of the grant by the Board. This is the first time the Recycling Office has received a cash grant. The employee who sought the grant was unaware that, prior to the acceptance of the grant, the Board's approval must be obtained. As a result, this process and procedure for the seeking of and approval of grants has been communicated throughout the agency.

Bureau of Solid Waste - cont'd

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Housing and - Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Live Baltimore Home Center, Inc. (LBHC). The period of the Agreement is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$575,842.00 - 1001-000000-8151-700300-603051

BACKGROUND/EXPLANATION:

The LBHC will accelerate Baltimore's growth by promoting the City as a great place to live and accentuating its thriving neighborhoods. The LBHC will continue to support the Mayor's Growth Strategy of 10,000 new households by engaging a highly successful model of prospective and existing City residents through website, e-news, phone, email, one-on-one engagement and event based outreach tactics. The LBHC will continue with an enhanced and targeted employer outreach campaign, including marketing of the Resident Retention Tax Credit.

The Agreement is late because of processing delays.

FOR FY 2016, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$23,575.00, AS FOLLOWS:

MBE: \$6,365.25

WBE: \$2,357.50

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

09/23/2015

ACTION REQUESTED OF B/E:

AMOUNT OF MONEY AND SOURCE:

BACKGROUND/EXPLANATION:

AUDITS REVIEWED AND HAD NO OBJECTION.

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AGENDA

BOARD OF ESTIMATES

09/23/2015

Department of Housing and - Community Development Block
Community Development Grant Deferred Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a Community Development Block Grant (CDBG) Deferred Loan to People's Homesteading Group, Inc. (PHG). The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction SUBJECT to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>Sources</u>		<u>Uses</u>	
Capital Bank, NA	\$380,720.00	Construction	\$433,043.00
CDBG	100,000.00	Constr. Fees	92,000.00
PHG/Equity	100,000.00	Soft Costs	55,677.00
	<u>\$580,720.00</u>		<u>\$580,720.00</u>

Account: 9982-908250-9593

BACKGROUND/EXPLANATION:

The CDBG Loan will be used to assist with a portion of the hard construction costs for the rehabilitation and resale of two vacant properties located at 440 East 22nd Street and 446 East 22nd Street, respectively.

People's Homesteading Group, Inc. is a Maryland 501(c)(3) non-profit building contractor and affordable housing developer representing the Central Baltimore neighborhoods of Barclay and East Baltimore Midway. The PHG specializes in full-gut renovation of vacant homes and lead-safe deconstruction and razing that combines demolition, recycling, and reuse of deconstructed materials.

AGENDA

BOARD OF ESTIMATES

09/23/2015

DHCD - cont'd

Since 2005, the PHG has focused its efforts on creating housing opportunities on the 400 block of East 22nd Street by renovating vacant homes and selling them to first-time homebuyers.

On December 21, 2005, the Board approved the loan of HOME Investment Partnership Program (HOME) funds in the amount of \$320,000.00 to the PHG to help finance in part the historic renovation of the "Anchors of Hope III, Phase I Homeownership Project." According to this approval, Anchors of Hope III was to contain units located at 406, 408, 410, 414, 418, 421, 422, and 443 East 22nd Street.

On October 15, 2008, the Board approved the expenditure of an additional \$150,000.00 in HOME funds to Anchors of Hope III for a total loan amount of \$470,000.00. The funds were used to cover unanticipated cost overruns associated with the historic renovation of the units. In addition, the Board approved the revision of the Anchors of Hope III to exclude 421 East 22nd Street and include 417 East 22nd Street instead.

On June 23, 2010, the Board approved the expenditure of an additional \$90,000.00 in HOME funds to Anchors of Hope III for a total amount of \$560,000.00. The funds were used to write down an additional portion of the sales prices of the three residential units (406, 410, and 422 East 22nd Street).

Throughout all of these approvals, it has been anticipated that the remaining two units of Anchors of Hope III located at 443 and 417 East 22nd Street would be completed using private funds.

To date, the PHG has completed and sold six of the eight homeownership units in Anchors of Hope III (406, 408, 410, 414, 418, and 422). The PHG has also rehabilitated and sold two additional units on East 22nd Street: 429 East 22nd Street (which was funded in part by HOME funds) and 431 East 22nd Street (which was funded in part by CDBG-R funds).

AGENDA

BOARD OF ESTIMATES

09/23/2015

DHCD - cont'd

The PHG is attempting to continue this redevelopment of the 400 block of East 22nd Street by renovating and selling two additional units located at 440 and 446 East 22nd Street (the Project). Both of these units are three-story townhouses of approximately 2,300 square feet and contain four bedrooms, two-and-a-half baths, and an unfinished basement. Because the units are historic in nature, the PHG is required to comply with all architectural and historic standards.

The Department is requesting approval of a deferred construction loan from amounts available under the Community Development Block Grant (CDBG) program in the principal amount of \$100,000.00 (the CDBG Loan) to finance in part the hard renovation costs of the Project. The terms of the financing are further described below. Upon completion, the Buyers (defined herein) of the homeownership units may not have incomes above 80% of the Area Median Income. The CDBG funds will be restricted to a portion of the rehabilitation costs associated with the project. The PHG has indicated that the projected sales price for each of the units will be approximately \$180,000.00.

The Department is also seeking Board approval for a reduction in the Anchors of Hope III units by deleting the units at 443 and 417 East 22nd Street from the scope of the project. If approved, Anchors of Hope III will consist of the six publicly funded units at 406, 408, 410, 414, 418, and 422 East 22nd Street. Releasing the two privately-funded units will assist the developer in completing the private financing and will allow the units to be more quickly rehabilitated and sold for private ownership, which in turn will help further the PHG's mission with respect to East 22nd Street.

PARTICIPATING PARTIES:

- A. Developer - People's Homesteading Group, Inc. will be the developer of record.

AGENDA

BOARD OF ESTIMATES

09/23/2015

DHCD - cont'd

- B. General Contractor - People's Homesteading Group, Inc. will be the general contractor of record and will utilize the services of an in-house licensed Maryland Home Improvement Contractor as a construction manager.
- C. Architect - Julia D. Tice, AIA, will be the architect of Record
- D. Participating Lenders:

Capital Bank, NA - 1st Lien Construction

Capital Bank, NA of Rockville, Maryland will be the first construction lender, the PHG has obtained a revolving line of credit with the Bank for up to \$750,000.00 with a term of 24 months from the date of closing with a maturity date of 24 months. Interest will accrue upon the unpaid principal balance at the applicable LIBOR Rate and will be adjusted on a monthly basis but in no event will the interest rate be less than six and one-half percent per annum.

Baltimore City - CDBG Deferred Loan - 2nd Lien Construction

The CDBG Loan will be used to finance a portion of the rehabilitation costs. During the rehabilitation and sales phase of the project, interests will be at the rate of zero percent per annum on sums advanced. During the permanent loan period, the interest rate charged will be at the rate of zero percent per annum. The rehabilitation and sales phase of the project will be for a period not to exceed 12 months from the date of closing. Upon the sale of the two units, the payment of the outstanding principal balance will be forgiven.

The PHG will execute a Deed of Trust Security Agreement securing the Loan (the Deed of Trust), which will constitute a second lien on the project. The Department's total subsidy amount for each of the two units will be \$50,000.00 per unit, of which \$30,000.00 will be a buyer subsidy (the Buyer Subsidy) and \$20,000.00 will be a permanent loan write down to the project and will be forgiven upon the sale of each individual unit.

AGENDA

BOARD OF ESTIMATES

09/23/2015

DHCD - cont'd

Upon the sale of a unit to an eligible buyer (each, a Buyer), the Buyer Subsidy will be evidenced by a Note and other security instruments and structured as a forgivable loan that will be reduced over a period of five years commencing on the date of the purchase of the unit (the Buyer's Affordability Period). If the Buyer complies with all terms and covenants of the documents evidencing the Buyer Subsidy during the Buyer's Affordability Period, the payment of any outstanding principal will be forgiven.

PHG Equity

In February 2012, the PHG was approved for a grant from the Maryland Community Legacy program within the State of Maryland's Department of Housing and Community Development. The grant funds of \$80,000.00 allowed the PHG to stabilize the units, remove debris from the properties, and install joists, sub-floors and roof structures. The PHG has also expended or will expend an additional \$20,000.00 for pre-development requirements for a total equity contribution of \$100,000.00.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code of Maryland for Minority and Women's Business Opportunity is fully applicable and no request for waiver or exception has been made.

THE DEPARTMENT OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

09/23/2015

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$100,000.00	9991-945002-9587	9982-908250-9593
CDBG 27 th	Unallocated Reserve	PHG East 22 nd Street
Grant		Homeownership

This transfer will provide Community Development Block Grant funds to the People's Homesteading Group, Inc. for the construction costs to rehabilitate and resale of two vacant properties.

(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

09/23/2015

Department of Housing and - Amendment No. 2 to Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve Amendment No. 2 to Agreement with Kenneth Gelula and Associates LLC. The Amendment No. 2 will extend the agreement through November 30, 2015.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 22, 2014, the Board approved the original agreement in the amount of \$42,000.00. On June 17, 2015, the Board approved Amendment No. 1 which increased the amount by \$19,500.00 and extended the contract until August 26, 2015. Amendment No. 2 is necessary for the completion of 145 remaining contractual hours.

The scope of services includes coordination within the Division of Green Healthy and Sustainable Homes non-profits partners, studying and recommending service coordination within the Division and among its non-profit partners, program development to improve housing services to older adults and people with disabilities, case management, and data system recommendations, researching new funding opportunities for the Division. These services are consistent with the Customer Investment Fund awarded to the Division for the three year period FY2014/2016.

The consulting services to be provided by Kenneth Gelula and Associates LLC are designed to meet a number of the objectives of the Customer Investment Fund, including leveraging resources to prevent tax sale foreclosure.

MBE/WBE PARTICIPATION:

N/A

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

Mayor's Office of Employment - Notice of Grant Awards
Development (MOED)

The Board is requested to approve and authorize acceptance of the Notice of Grant Awards. The period of the Grant Awards is July 1, 2015 through June 30, 2016.

- | | | |
|----|--|--------------|
| 1. | MARYLAND DEPARTMENT OF LABOR,
LICENSING AND REGULATION (DLLR) | \$250,000.00 |
|----|--|--------------|

Account: 4000-804716-6396-456000-404001

Under the terms of this Grant Award, the funds will be used for two Career Development Facilitators at the Northwest One-Stop Center. The Career Development Facilitators will be responsible for administering soft skills training, resume preparation, and follow-up services for inmates upon release located at the Maryland State Division of Corrections. This project is designed to equip participants with the tools necessary to build a positive and productive life after prison.

- | | | |
|----|--|--------------|
| 2. | MARYLAND DEPARTMENT OF LABOR,
LICENSING AND REGULATION (DLLR) | \$230,496.00 |
|----|--|--------------|

Account: 4000-807816-6397-456000-404001

YouthWorks is Baltimore City's summer jobs program, operated by the MOED, which annually places young people in summer jobs. The funds will provide approximately 211 youth with summer work experiences throughout Baltimore City. YouthWorks exposes young people, many for the first time, to the world of work and enables them to explore a variety of career fields available in and around the City.

AGENDA

BOARD OF ESTIMATES

09/23/2015

MOED - cont'd

The Grant Awards are late because of the late notification of approval from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

(The Terms and Conditions of the Notice of Grant Awards have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

09/23/2015

Mayor's Office of Employment - Notice of Grant Award
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Notice of Grant Award from the Maryland Department of Labor, Licensing and Regulation. The period of the award is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00

1,130,000.00

\$2,130,000.00 - 5000-506316-6397-483200-405001

BACKGROUND/EXPLANATION:

YouthWorks is Baltimore City's summer jobs program, operated by the MOED, which annually places young people in summer jobs. The funds will provide approximately 1,637 Baltimore City youth with summer work experiences throughout Baltimore City. YouthWorks exposes young people, many for the first time, to the world of work and enables them to explore a variety of career fields available in and around the City.

The Grant Award is late because of the late notification of approval from grantor.

APPROVED FOR FUNDS BY FINANCE

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

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

PERSONNEL MATTERS

* * * * *

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

55 - 88

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

09/23/2015

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of General Services (DGS)</u>		
1. HUSAM ALBATRAWI	\$42.11	\$ 80,009.00

Account: 1001-000000-7340-721700-601009

Mr. Albatrawi will continue work as a Contract Services Specialist II (Design Planner). His duties will include, but are not limited to managing and overseeing design and construction contracts for municipal buildings and facilities, providing direction in master planning, architectural and financial aspects, and representing the Department with City and State agencies to provide architectural project management services on complex construction projects. These projects include project scoping, project design, and project engineering through the construction phase to ensure design compliance with applicable codes and standards. Mr. Albatrawi will coordinate with City and State agencies to process payment for the design services rendered, report the bi-weekly progress of all projects on which he is working, and act as a planning consultant to agencies in the development of master plans on behalf of agencies. This is the same hourly rate as in the previous contract period. The period of the Agreement is effective upon Board approval for one year.

2. Reclassify the following position:

Position No. - 48942

From: Classification: Administrative Analyst II
Job Code: 31312
Grade: 923 (\$57,200.00 - \$91,700.00)

To: Classification: Database Specialist
Job Code: 33102
Grade: 927 (\$60,800.00 - \$97,300.00)

Costs: \$4,671.00 - 1001-000000-1981-718100-601001

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Hourly Rate

Amount

DGS - cont'd

3. a. Create the following new classification:

Classification: Automotive Service Writer

Job Code: 52117

Grade: 089 (\$43,026.00 - \$52,239.00)

b. Reclassify the following three positions:

Position Nos.: 1890-59763, 50764, 50765

From: Classification: New Position

Job Code: 9000

Grade: 900 (\$1.00 - \$204,000.00)

To: Classification: Automotive Service Writer

Job Code: 52117

Grade: 089 (\$43,026.00 - \$52,239.00)

Costs: \$201,495.00 - 2030-000000-1890-189400-601001

Department of Public Works (DPW)

4. **ALEX JULIUS** \$22.98 **\$ 47,798.40**

Account: 1001-000000-1901-190700-601009

Mr. Julius will continue to work as a Contract Service Specialist II (PC Support Technician II). His duties will include, but are not limited to installing testing and replacing memory, disk storage, network, video adapters, circuit boards and other internal components and peripheral devices in personal computers and laptops. In addition, Mr. Julius will install and configure software on computers, including new and previously unused software, install PC's and perform quality control and quality assurance on new installs as well as answer questions by computer users in the use of common software. He may also be responsible for the operation of a Help Desk. This is the same hourly rate as in the previous contract period. The period of the Agreement is effective upon Board approval for one year.

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Public Works - cont'd</u>		
5. JAMES R. HOFFMANN	\$100.00/hr. per conference session	\$ 26,000.00 plus parking and/or public transportation

Account: 2071-000000-5471-400504-603021

Mr. Hoffmann will work as a Contract Service Specialist II (Conference Chairman) to hear water revenue billing disputes. He will be responsible for conducting informal conferences and rendering written recommendations for the DPW, Bureau of Water and Wastewater, Customer Care Division. Mr. Hoffmann will also conduct the formal hearings, and take testimony from complainants, witnesses, and DPW personnel. The period of the Agreement is effective upon Board approval for one year.

6. CYNTHIA SPENCE	\$31.25	\$ 65,000.00
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Account: 2071-000000-5471-400504-601009

Ms. Spence will work as a Contract Service Specialist II (Program Analyst). Her duties will include, but are not limited to collaborating with project management, establishing and communicating metering and billing project goals, objectives, strategies, and priorities. In addition, Ms. Spence will conduct an assessment of meter installations, meter infrastructure, and water billing system, and project needs. She will also analyze the availability and coordinate the utilization of City resources to address project needs and protect City metering equipment. The period of the Agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Public Works - cont'd</u>		
7. CYNTHIA STEVENSON	\$30.97	\$ 37,163.12

Account: 1001-000000-1901-190300-601009

Ms. Stevenson, retiree, will continue to work as a Contract Services Specialist I (Secretary). She will be responsible for assisting in the organization of departmental divisions and programs, preparing technical and complex reports, maintaining personal and confidential files, overseeing the maintenance of other or sensitive record systems, composing correspondence, signing routine correspondence for supervisor, and taking dictation and shorthand at meetings, program coordinating activities with other agencies and organizations, and assisting with the evaluation of agency programs. This is a 15% increase in the hourly rate from the previous contract period. The period of the Agreement is effective upon Board approval for one year.

This contract is in compliance with A.M. 212-1, Part I.

8. Reclassify the following nine positions:

Position Nos. - 5601-50009; 50022, 49946; 50010; 50021;
49945; 50011; 50019; 50020

From: Classification: New Position

Job Code: 90000

Grade: 900 (\$1.00 - \$204,000.00)

To: Classification: Public Works Inspector I

Job Code: 42211

Grade: 084 (\$35,564.00 - \$42,446.00)

Costs: \$163,053.00 - 2070-000000-5601-399200-601001

163,053.00 - 2071-000000-5601-398500-601001

163,053.00 - 2071-000000-5601-400200-601001

\$489,159.00 - Total Costs

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Department of Public Works - cont'd

9. a. Abolish the following vacant positions:

Position No.: 5601-23755

Classification: Engineering Associate I

Job Code: 72711

Grade: 087 (\$39,701.00 - \$47,990.00)

Position No.: 5601-47007

Classification: Engineering Associate Supervisor

Job Code: 72715

Grade: 095 (\$55,503.00 - \$67,694.00)

Position No.: 5601-47325; 47331

Classification: Public Works Inspector II

Job Code: 42212

Grade: 087 (\$39,701.00 - \$47,990.00)

Position No.: 5601-23917; 33699

Classification: Public Works Inspector III

Job Code: 42213

Grade: 092 (\$48,812.00 - \$59,437.00)

b. Create the following six positions:

Classification: Public Works Inspector I

Job Code: 42211

Grade: 084 (\$35,564.00 - \$42,446.00)

Position Nos.: To be assigned by BBMR

Costs (\$37,682.50) - 2071-000000-5601-399200-601001

(37,682.50) - 2071-000000-5601-400200-601001

(\$75,365.00) - Total Savings

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Department of Public Works - cont'd

10. Reclassify the following position:

Position No. 1901-34770

From: Classification: Secretary II
Job Code: 33232
Grade: 078 (\$29,672.00 - \$34,218.00)

To: Classification: Secretary III
Job Code: 33233
Grade: 084 (\$35,564.00 - \$42,446.00)

Costs: \$7,547.00 - 1001-000000-1901-190300-601001

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

11. Reclassify the following positions:

a. Position Nos.: 5601-49956; 50016

From: Classification: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)

To: Classification: Construction Project Supervisor II
Job Code: 42222
Grade: 927 (\$60,800.00 - \$97,300.00)

b. Position No.: 5601-49961

From: Classification: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)

To: Classification: Operations Engineer
Job Code: 72193
Grade: 929 (\$64,600.00 - \$103,200.00)

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Department of Public Works - cont'd

c. Position No.: 5601-49957

From: Classification: New Position

Job Code: 90000

Grade: 900 (\$1.00 - \$204,000.00)

To: Classification: Engineer II

Job Code: 72113

Grade: 929 (\$64,600.00 - \$103,200.00)

Costs: \$85,897.00 - 2071-000000-5601-613800-601001

\$85,897.00 - 2070-000000-5601-730000-601001

\$90,683.00 - 2071-000000-5521-393704-601001

\$90,683.00 - 2071-000000-5601-613800-601001

12. a. Reclassify the following positions:

Position Nos.: 5152-36134; 36073

From: Classification: Motor Vehicle Driver I

Job Code: 54111

Grade: 487 (\$31,221.00 - \$32,635.00)

To: Classification: Heavy Equipment Operator II

Job Code: 54432

Grade: 433 (\$36,128.00 - \$40,603.00)

b. Classify the following position:

Position No.: 5154-50392

From: Classification: New Position

Job Code: 90000

Grade: 900 (\$1.00 - \$204,000.00)

To: Classification: Solid Waste Superintendent

Job Code: 53816

Grade: 923 (\$57,200.00 - \$91,700.00)

Costs: \$12,425.00 - 1001-000000-5154-659000-601001

\$81,369.00 - 1001-000000-5154-388000-601001

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

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
13. MATTIE SHIVERS	\$8.58	\$ 8,477.04
14. PAULETTE WILLIS	\$8.76	\$ 8,654.88

Account: 4000-432916-3024-268400-601009

Mses. Shivers and Willis will each continue to work as a Contract Services Specialist II (Food Service Manager) at the Zeta Senior and the Waxter Senior Center, respectively. Their duties will include but are not limited to ensuring the receipt and storage of food products, ensuring that meals are served, and ensuring that the serving area and equipment are kept clean and sanitary. Mses. Shivers and Willis will also be responsible for preparing and maintaining paperwork, meal counts, collecting funds, ordering supplies, preparing daily reports via the Touch Screen System, and supervising Food Service Aides. The salary is a 5% increase for Ms. Shivers and a 7% increase for Ms. Willis in the hourly rate from the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

15. ELIZABETH MICKLO	\$8.32	\$ 8,220.16
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Account: 4000-432916-3024-295900-601009

Ms. Micklo will continue to work as a Contract Services Specialist II (Nutrition Aide) at the Hatton Senior Center. She will be responsible for reviewing mail, screening telephone calls and visitors, and providing information. In addition, Ms. Micklo will set and serve Eating Together Program meals, handle inventory supplies, assist seniors, and maintain resource files. This is the same salary as in the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
16. THEODORA BUTLER	\$9.45	\$ 9,336.60

Account: 4000-433516-3024-268400-601009

Ms. Butler will continue to work as a Contract Services Specialist II (Receptionist). She will be responsible for answering telephones, directing calls to appropriate staff, providing information and assistance to clients on the phone and in person, and maintaining records of trips and events. This is the same salary as in the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

17. PATRICIA VAN STORY, D.D.S.	\$66.00	\$ 63,360.00
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Account: 1001-000000-3030-271900-601009

Ms. Van Story will work as a Contract Services Specialist II (Dentist). Her duties will include, but are not limited to performing general dentistry procedures, supervising outreach care services and clinical staff, and providing counsel and assistance to the Director of Oral Health Services in the development and implementation of collaborative care programs. The period of the Agreement is effective upon Board approval through June 30, 2016.

18. JANICE WILLIAMS	\$18.23	\$ 37,919.00
19. ANISHA THOMAS	\$18.23	\$ 37,919.00

Account: 1001-000000-3001-599000-601009

Mses. Williams and Thomas will each work as a Contract Services Specialist II (Special Assistant). Their duties will include, but will not be limited to assisting the Deputy Commissioner of Youth Wellness, Substance Use and Youth Violence Prevention with program strategy development and implementation in the areas of maternal and child health, youth violence prevention and behavioral health. The period of the Agreement is effective upon Board approval through August 31, 2016.

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
20. LUCRETIA SHANNON	\$14.00	\$ 23,296.00

Account: 4000-433416-3023-273300-601009

Ms. Shannon will continue to work as a Contract Services Specialist II (Benefits Counselor). Her duties will include, but are not limited to scheduling and conducting community outreach for various programs such as the Benefits Checkup and the Senior Health Insurance Program. Ms. Shannon will also provide individualized counseling for seniors and their families. This is the same salary as in the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

21. DARLENE KESS	\$9.00	\$ 8,892.00
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Account: 4000-433515-3024-268400-601009

Ms. Kess will continue to work as a Contract Services Specialist II (Office Assistant). Her duties will include, but will not be limited to providing office support to the Center Manager and acting as a liaison between the public and the Center Director. In addition, Ms. Kess will register participants for classes and outings, maintain the records and the filing system, send out brochures and information to the public, and greet visitors and members. This is the same salary as in the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
22. AGNES SCOTT	\$ 8.25	\$ 6,864.00

Account: 4000-432916-3024-268400-601009

Ms. Scott, retiree, will continue to work as a Contract Services Specialist I (Kitchen Aide) at the Zeta Senior Center. Her duties will include, but are not limited to setting up and breaking down the kitchen and dining room area and serving on the food line. In addition, Ms. Scott will assist seniors who are unable to serve themselves, ensure that the kitchen equipment is kept clean and sanitary, assist with ensuring the food products are stored properly, and stock the kitchen. This salary is a 12% increase in the hourly rate from the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

23. FRANK FREEMAN	\$ 8.25	\$ 8,151.00
24. SHIRLEY LOWERY	\$ 8.25	\$ 8,151.00

Account: 4000-432916-3024-268400-601009

Mr. Freeman and Ms. Lowery will each continue to work as a Contract Services Specialist II (Kitchen Aide). Mr. Freeman will work at the Zeta Senior Center. Ms. Lowery will work at the Waxter Senior Center. They will be responsible for setting-up the kitchen and the serving line for breakfast and lunch, serving food, and assisting seniors that cannot seat or serve themselves. In addition, Mr. Freeman and Ms. Lowery will heat and warm food, clean-up after breakfast and lunch, and restock the kitchen. The salary is a 3% increase for Mr. Freeman and a 12% increase for Ms. Lowery in the hourly rate from the previous contract period. The period of the Agreement is October 1, 2015 through September 30, 2016.

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Health Department - cont'd

25. Create the following position:

Classification: Accountant II

Job Code: 34142

Grade: 923 (\$57,200.00 - \$91,700.00)

Position No.: To be assigned by BBMR

Costs: \$86,106.84 - 4000-424516-3023-274400-601001

Police Department

26. **JOSEPH I. McMAHON, JR.** \$14.42 **\$ 30,000.00**

27. **THERESA A. ANDERSON** \$14.42 **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

The above-listed retirees will each work as a Contract Services Specialist I (Evidence Control Unit). They will be responsible for entry and accurate retention of all property that is retained by the Department and several surrounding agencies, releasing property for further examination/evidence for court, and updating the tracking system for chain of custody and documenting the location. The period of the Agreement is September 28, 2015 through September 27, 2016.

28. **LINDA E. BALLINGER** \$14.42 **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Ballinger, retiree, will continue to work as a Contract Services Specialist I in the Internal Affairs Division (IAD). She will be responsible for handling the complaints from citizens or members of the Department and ensuring that the proper notifications are made through channels and forwarded to an IAD investigator. In addition, she will conduct preliminary investigations of complaints from City Hall and the Police Commissioner's office and handle requests from Legal Affairs and the State's Attorney's Office for IAD reports. The period of the Agreement is October 23, 2015 through October 22, 2016.

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
29. JODY S. DOWELL	\$14.42	\$ 30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Dowell will continue to work as a Contract Services Specialist I (Human Resource Section). She will be responsible for reviewing application/documents submitted by Officers, re-hires, Cadets, Special Police Officers and civilian applicants; conducting interviews into criminal record checks, neighborhood investigation and all components of the hiring process. The period of the Agreement is October 23, 2015 through October 22, 2016.

30. ROBERT H. ANDERSON, JR.	\$14.42	\$ 30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Anderson, retiree, will continue to work as a Contract Services Specialist I (Professional Development and Training Academy). He will be responsible for creating and auditing existing training programs to ensure compliance with current policy, providing instructions in the areas of Defense Tactics, EVOC Instructions, and Firearms. The period of the Agreement is September 25, 2015 through September 24, 2016.

31. C. TAMARA HATCHER	\$14.42	\$ 30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Hatcher, retiree, will continue to work as a Contract Services Specialist I in the Trial Board Office. She will be responsible for assisting with the case review of cases received from the Internal Affairs Division, Equal Employ-

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Police Department - cont'd

ment Office, and the Command Investigations Unit to detect any grammar, context, and spelling errors before the cases/packets are transferred to the Charging Committee for review. In addition, Ms. Hatcher will track cases for punishment issuance and completion. She will be a liaison between the Legal Affairs Section and outside attorneys to ensure all set deadlines are met, prepare casebooks and other materials for all Trial Boards, summonses to all witnesses, and set security and casebook closeout at the Trial Board conclusion. The period of the Agreement is September 24, 2015 through September 23, 2016.

32. **DOROTHIA PARKER-JOHNSON** \$14.42 **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Parker-Johnson, retiree, will continue to work as a Contract Services Specialist I (Court Liaison Unit). She will be responsible for maintaining and furthering relationships with the State's Attorney's Office, reducing the failure to appear by Police Department personnel, limiting court overtime expenditures, and ensuring proper professionalism and appearance of Police Department personnel. In addition, Ms. Parker-Johnson will provide courtroom personnel with professional police service, represent the Police Department, and provide liaison service to the various criminal justice entities. The period of the Agreement is September 28, 2015 through September 27, 2016.

33. **SHARON F. ALSTON** \$14.42 **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Alston, retiree, will continue to work as a Contract Services Specialist I (Grants Unit). She will be responsible for preparing and tracking the necessary

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Police Department - cont'd

documentation required for presentation to the Board of Estimates for grant awards, contracts, and memorandum of understanding. In addition, she will review award documents for completeness, accuracy, and appropriate approvals and signatures, and update databases and spreadsheets with current grant information. The period of the Agreement is September 28, 2015 through September 27, 2016.

34. **BARBARA J. McCLAIRN** \$14.42 **\$ 30,000.00**

35. **CLARISSA E. FIELDS** \$14.42 **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Mses. McClairn and Fields, retirees, will each work as a Contract Services Specialist I in the Court Liaison Unit. They will be responsible for maintaining and furthering relationships with the State's Attorney's Office and continuing to reduce the failure to appear by the Baltimore City Police Department personnel. Mses. McClairn and Fields will limit court overtime expenditures, ensure proper professionalism and appearance of the Baltimore City Police Department personnel, represent the Police Department, and provide liaison service to the various criminal justice entities. The period of the Agreement is September 24, 2015 through September 23, 2016.

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

36. **SHANNON SULLIVAN** \$36.72 **\$ 70,000.00**

Account: 1001-000000-2041-195800-601009

Ms. Sullivan will work as a Contract Services Specialist II (Program Analyst). She will be responsible for conducting

AGENDA

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PERSONNEL

Police Department - cont'd

semi-annual audits on all departmental policies and procedures, reviewing, editing, and creating as needed General Orders, Police Commissioner Memoranda Training Bulletins and Standard Operating Procedures. In addition, she will serve as project manager for the creation of the Lexipol online policy and procedures manual, prepare and present use of force investigations findings to executive command staff and conduct special projects as assigned. This salary is a 7% increase from the previous contract. The Agreement is effective upon Board approval for one year.

37. Create the following position:

Classification: IT Division Manager

Job Code: 10241

Grade: 942 (\$85,400.00 - \$140,800.00)

Position No.: To be assigned by BBMR

Cost: \$195,553.00 - 1001-000000-2041-220100-601001

State's Attorney's Office

38. **MICHAEL FIORENZA** \$19.24 **\$ 36,681.00**

Account: 1001-000000-1150-118000-601009

Mr. Fiorenza will work as a Contract Services Specialist II (Law Clerk). His duties will include, assisting prosecuting attorneys by conducting legal research, reviewing and assessing police reports, interviewing victims and witnesses, creating digital copies of documents, preparing and filing of disclosure paperwork, manipulating digital video, audio, and text files to remove non-discoverable information and maintaining files and databases. The Agreement is effective upon Board approval for one year.

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PERSONNEL

State's Attorney's Office

39. Reclassify the following position:

Position No.: 1156-47078

From: Victim Witness Coordinator
Job Code: 01967
Grade: 090 (\$44,858.00 - \$54,520.00)

To: Community Liaison, SAO
Job Code: 01968
Grade: 923 (\$57,200.00 - \$91,700.00)

Cost: \$16,473.00 - 1001-000000-1156-117900-601001

Department of Human Resources

40. **ANGELA S. SMITH** \$52.14 **\$ 62,568.00**

Account: 1001-000000-1603-172500-601009

Ms. Smith, retiree, will serve as a Contract Specialist I (Special Assistant to the Director). She will be responsible for acting as a lead worker on special projects; planning, organizing and directing project activity; researching, composing, and preparing special reports, correspondence and other communication for the executive team and acting as a Human Resource Consultant to agencies. This salary is the same as in the previous contract period and is in compliance with AM 212-1, Part I. The period of the Agreement is effective upon Board approval for one year.

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**Department of Human Resources41. I. Abolish the following 76 Obsolete Classifications:

<u>Job Code:</u>	<u>Classification Title:</u>	<u>Grade and Salary Range:</u>
00009	Assistant to the Mayor	953 (\$ 65,900.00 - \$109,900.00)
00014	Assistant Office Manager	935 (\$ 41,900.00 - \$ 63,800.00)
00015	Administrative Assistant	940 (\$ 50,900.00 - \$ 69,700.00)
00128	Special Aide II	933 (\$ 35,500.00 - \$ 71,700.00)
00142	Executive Level I	948 (\$ 57,400.00 - \$103,200.00)
00143	Executive Level II	959 (\$ 80,300.00 - \$137,700.00)
00144	Executive Level III	968 (\$116,700.00 - \$212,300.00)
00180	Administrative Assistant	941 (\$ 52,400.00 - \$ 90,000.00)
00411	Homeless Program Administrator	632 (\$ 63,600.00 - \$ 73,700.00)
00676	Children's Services Coord Library	116 (\$ 56,100.00 - \$ 79,100.00)
00714	Library Media Relations Coordinator	110 (\$ 41,600.00 - \$ 59,100.00)
00770	Executive Director War Memorial Comm	114 (\$ 50,600.00 - \$ 71,400.00)
00839	Aide To Sheriff	112 (\$ 46,100.00 - \$ 65,200.00)
01190	Staff Associate, President City Council	933 (\$ 35,500.00 - \$ 71,700.00)
01426	Administrative Officer	111 (\$ 43,400.00 - \$ 62,900.00)
01604	Police Colonel	655 (\$ 98,000.00 - \$113,700.00)
01901	Executive Assistant to State's Attorney	118 (\$ 61,200.00 - \$ 87,200.00)
01909	Office Manager State's Attorney Office	114 (\$ 50,600.00 - \$ 71,400.00)
01913	Division Director/Legislative Liaison	653 (\$ 94,500.00 - \$109,400.00)
01960	Community Partnership Coordinator	82M (\$ 71,300.00 - \$ 71,300.00)
10043	Executive Assistant (Cable)	114 (\$ 50,600.00 - \$ 71,400.00)
10048	Special Assistant Director of Finance	115 (\$ 53,000.00 - \$ 75,100.00)
10057	Assistant to the Comptroller	114 (\$ 50,600.00 - \$ 71,400.00)
10087	Special Assistant Director of Public Works	116 (\$ 56,100.00 - \$ 79,100.00)
10110	Public Health Physician II	963 (\$ 91,800.00 - \$145,600.00)
10121	Exec Asst to Deputy Commissioner HCD	115 (\$ 53,000.00 - \$ 75,100.00)
10171	Division Chief I	943 (\$ 53,200.00 - \$ 82,800.00)
10172	Division Chief II	952 (\$ 65,300.00 - \$ 94,600.00)
10173	Division Chief III	955 (\$ 77,100.00 - \$106,400.00)
10193	Exec Asst to Director Recreation & Parks	115 (\$ 53,000.00 - \$ 75,100.00)
10202	Director Baltimore Public Works Museum	114 (\$ 50,600.00 - \$ 71,400.00)
10204	Aide to the Police Commissioner	110 (\$ 41,600.00 - \$ 59,100.00)

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**Department of Human Resources - cont'd

<u>Job Code:</u>	<u>Classification Title:</u>	<u>Grade and Salary Range:</u>
31101	Administrative Officer I	111 (\$43,400.00 - \$ 62,900.00)
31102	Administrative Officer II	115 (\$53,000.00 - \$ 75,100.00)
31103	Administrative Officer III	118 (\$61,200.00 - \$ 87,200.00)
31302	Budget/Management Analyst II	117 (\$58,200.00 - \$ 82,600.00)
31303	Budget/Management Analyst III	120 (\$67,400.00 - \$ 94,800.00)
33104	Database Specialist Senior	116 (\$56,100.00 - \$ 79,100.00)
33129	Pc Support Technician III	111 (\$43,400.00 - \$ 62,900.00)
33152	Systems Analyst II	117 (\$58,200.00 - \$ 82,600.00)
33163	Systems Programmer II	117 (\$58,200.00 - \$ 82,600.00)
33164	Systems Programmer III	120 (\$67,400.00 - \$ 94,800.00)
33169	Chief of Technology Services	121 (\$71,300.00 - \$ 99,600.00)
33416	Public Information Supervisor II	117 (\$58,200.00 - \$ 82,600.00)
33527	Procurement Specialist III	115 (\$53,000.00 - \$ 75,100.00)
33544	Property Disposal Assistant Supervisor	110 (\$41,600.00 - \$ 59,100.00)
33567	Stores Supervisor II Auto Parts	110 (\$41,600.00 - \$ 59,100.00)
33621	Human Resources Policy Analyst	116 (\$56,100.00 - \$ 79,100.00)
33684	Training Officer II	114 (\$50,600.00 - \$ 71,400.00)
33713	Real Estate Agent III	114 (\$50,600.00 - \$ 71,400.00)
34121	Auditor II (CPA)	943 (\$53,200.00 - \$ 82,800.00)
34122	Auditor III (CPA)	952 (\$65,300.00 - \$ 94,600.00)
34125	Auditor Supervisor (CPA)	948 (\$57,400.00 - \$103,200.00)
34152	Accounting Systems Analyst II	116 (\$56,100.00 - \$ 79,100.00)
34531	Legislative Research Technician	110 (\$41,600.00 - \$ 59,100.00)
41115	Police Captain	637 (\$71,700.00 - \$ 83,200.00)
42167	Asst. Chief Div of Housing Inspections	117 (\$58,200.00 - \$ 82,600.00)
52118	Asst. Chief Division of Fleet Management	118 (\$61,200.00 - \$ 87,200.00)
53223	Asst. Supt Public Building Operations	110 (\$41,600.00 - \$ 59,100.00)
53225	Asst. Superintendent Energy Management	110 (\$41,600.00 - \$ 59,100.00)
61112	Health Program Administrator II	113 (\$48,600.00 - \$ 68,100.00)
72112	Engineer II	933 (\$35,500.00 - \$ 71,700.00)
72121	Engineer I (PE)	940 (\$50,900.00 - \$ 69,700.00)
72122	Engineer II (PE)	943 (\$53,200.00 - \$ 82,800.00)

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**Department of Human Resources - cont'd

<u>Job Code:</u>	<u>Classification Title:</u>	<u>Grade and Salary Range:</u>
72123	Engineer III (PE)	937 (\$46,000.00 - \$ 88,000.00)
72125	Engineer Supervisor (PE)	948 (\$57,400.00 - \$103,200.00)
72615	Assistant Field Survey Supervisor	112 (\$46,100.00 - \$ 65,200.00)
72645	Survey Computations Supervisor	115 (\$53,000.00 - \$ 75,100.00)
74133	City Planner I CHAP	111 (\$43,400.00 - \$ 62,900.00)
74134	City Planner II CHAP	113 (\$48,600.00 - \$ 68,100.00)
74135	City Planner III CHAP	115 (\$53,000.00 - \$ 75,100.00)
74138	City Planner III	115 (\$53,000.00 - \$ 75,100.00)
74148	Design Planner III	115 (\$53,000.00 - \$ 75,100.00)
75355	Director Lead Abatement	116 (\$56,100 .00- \$ 79,100.00)

II. Abolish the following 56 Obsolete Salary Grades:

<u>Grade:</u>	<u>Minimum</u>	<u>Maximum</u>
110	\$ 41,600.00	\$ 59,100.00
111	\$ 43,400.00	\$ 62,900.00
112	\$ 46,100.00	\$ 65,200.00
113	\$ 48,600.00	\$ 68,100.00
114	\$ 50,600.00	\$ 71,400.00
115	\$ 53,000.00	\$ 75,100.00
116	\$ 56,100.00	\$ 79,100.00
117	\$ 58,200.00	\$ 82,600.00
118	\$ 61,200.00	\$ 87,200.00
119	\$ 64,400.00	\$ 91,100.00
120	\$ 67,400.00	\$ 94,800.00
121	\$ 71,300.00	\$ 99,600.00
122	\$ 74,100.00	\$104,800.00
123	\$ 77,500.00	\$109,300.00
124	\$ 80,700.00	\$115,500.00
629	\$ 58,800.00	\$ 68,100.00
632	\$ 63,600.00	\$ 73,700.00
637	\$ 71,700.00	\$ 83,200.00
648	\$ 87,100.00	\$100,900.00
652	\$ 93,300.00	\$108,200.00
653	\$ 94,500.00	\$109,400.00

AGENDA**BOARD OF ESTIMATES****09/23/2015****PERSONNEL**Department of Human Resources - cont'd

<u>Grade:</u>	<u>Minimum</u>	<u>Maximum</u>
655	\$ 98,000.00	\$113,700.00
659	\$105,600.00	\$122,500.00
662	\$112,200.00	\$130,200.00
670	\$130,200.00	\$151,000.00
672	\$135,200.00	\$156,700.00
82M	\$ 71,300.00	\$ 71,300.00
87M	\$150,800.00	\$150,800.00
930	\$ 38,614.00	\$ 60,027.00
932	\$ 28,100.00	\$ 61,900.00
933	\$ 35,500.00	\$ 71,700.00
934	\$ 39,500.00	\$ 71,200.00
935	\$ 41,900.00	\$ 63,800.00
937	\$ 46,000.00	\$ 88,000.00
938	\$ 47,000.00	\$ 86,300.00
940	\$ 50,900.00	\$ 69,700.00
943	\$ 53,200.00	\$ 82,800.00
945	\$ 56,100.00	\$ 83,500.00
946	\$ 56,100.00	\$ 97,600.00
948	\$ 57,400.00	\$103,200.00
949	\$ 57,500.00	\$ 63,200.00
952	\$ 65,300.00	\$ 94,600.00
953	\$ 65,900.00	\$109,900.00
954	\$ 65,300.00	\$107,700.00
955	\$ 77,100.00	\$106,400.00
957	\$ 80,300.00	\$109,200.00
958	\$ 80,300.00	\$126,300.00
959	\$ 80,300.00	\$137,700.00
961	\$ 82,600.00	\$102,200.00
962	\$ 77,100.00	\$133,800.00
963	\$ 91,800.00	\$145,600.00
964	\$ 95,700.00	\$116,000.00
965	\$ 93,600.00	\$166,500.00
966	\$100,200.00	\$132,600.00
968	\$116,700.00	\$212,300.00
989	\$ 75,800.00	\$123,800.00

PERSONNEL

Department of Human Resources - cont'd

III. Reclassify the Following Two Vacant Positions:

Position Nos: 49855 and 49856

From: Accounting Systems Analyst II
Job Code: 34152
Grade: 116 (\$56,100.00 - \$79,100.00)

To: Accounting Systems Analyst
Job Code: 34151
Grade: 923 (\$57,200.00 - \$91,700.00)

No costs are involved to implement these actions.

BACKGROUND/EXPLANATION:

On June 25, 2014, this Honorable Board approved the implementation of the Managerial and Professional Society (MAPS) classification and compensation study. This comprehensive study included a review of each MAPS covered position and classification, the implementation of a new classification evaluation plan, the Decision Band Method (DBM) and the development of an entirely new salary structure consisting of open salary ranges. As a result of the study implementation and conversion to a new salary structure, all of the old MAPS salary grades, including stepped grades, flat salaries, flat salaries with longevities, and the majority of the broad salary ranges became obsolete, replaced by twenty (20) new grades associated with DBM ratings.

In addition, the MAPS Study Implementation included many class consolidations and the creation of new, broader job classification series. A number of single-position and overly narrow or specific classifications were vacated and replaced by the newer, broader, more flexible job classifications.

PERSONNELDepartment of Human Resources - cont'd

The abolishment of these obsolete classifications and salary grades was delayed until completion of the MAPS Study Implementation Appeals, which was approved by this Board on June 10, 2015, to ensure that they were completely vacated, not associated with existing filled positions or classifications and were not reinstated as the result of the Appeals process determinations. The requested abolishment will purge the class and salary files and reduce confusion and unintentional utilization of classifications and grades no longer supported by the MAPS Classification and Compensation Structure and Policy. The above two vacant positions of Accounting Systems Analyst II were omitted from the original MAPS Board Action and are being reclassified from the obsolete classification to the current classification of Accounting Systems Analyst.

Therefore, the Department of Human Resources respectfully requests the abolishment of the above-listed Classification and Compensation actions effective July 1, 2015.

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BOARD OF ESTIMATES

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PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Fire Department</u>		
42. KELLY KING	\$33.71	\$50,560.00

Account: 1001-00000-3191-308700-601061

Ms. King will continue to work as Contract Service Specialist II (Program Coordinator) for the EMS Division of the Fire Department. She will be responsible for developing a Para-Medical Mobile Integrated Health Services Community Pilot Program. This program is a new program "of community-based health care in which paramedics function outside their customary emergency response and transport roles in ways that facilitate more appropriate use of emergency care resources and/or enhance primary care use by medically underserved population. This program is designed to address specific local problems and to take advantage of locally developed linkages and collaborations between EMS and other health care/social service programs." The period of the Agreement is effective upon Board approval for one year.

43. Reclassify the following 11 positions:

Position Nos. 2121-12793; 12715; 12695

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

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

Position No. 2121-12780

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

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

AGENDA

BOARD OF ESTIMATES

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PERSONNEL

Fire Department - cont'd

Position Nos. 2121-12662; 12635; 12687; 12645

- c. From: Fire Captain Suppression
 Job Code: 41213
 Grade: 341 (\$67,143.00 - \$82,817.00)
- To: Fire Captain Suppression, ALS
 Job Code: 41279
 Grade: 378 (\$68,881.00 - \$84,599.00)

Position No. 2121-12619

- d. From: Battalion Fire Chief Suppression
 Job Code: 41214
 Grade: 344 (\$76,434.00 - \$95,495.00)
- To: Battalion Fire Chief Suppression, ALS
 Job Code: 41282
 Grade: 381 (\$78,174.00 - \$97,278.00)

Position No. 2142-13505

- e. From: Fire Operations Aide
 Job Code: 41217
 Grade: 322 (\$38,178.00 - \$61,403.00)
- To: Fire Operations Aide, ALS
 Job Code: 41231
 Grade: 358 (\$39,758.00 - \$62,982.00)

Position No. 2112-12590

- f. From: Fire Lieutenant, ALS
 Job Code: 41249
 Grade: 373 (\$55,986.00 - \$68,007.00)
- To: Fire Lieutenant Suppression, ALS
 Job Code: 41278
 Grade: 374 (\$61,639.00 - \$74,873.00)

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Hourly Rate

Amount

Fire Department - cont'd

44. a. Create the following new classification:

Classification: IT Project Manger

Job Code: 33160

Grade: 929 (\$64,600.00 - \$103,200.00)

b. Reclassify the following position:

Position No.: 37074

From: Systems Programmer

Job Code: 33160

Grade: 929 (\$60,800.00 - \$97,300.00)

To: IT Project Manager

Job Code: 33160

Grade: 929 (\$64,600.00 - \$103,200.00)

Costs: 8,874.00 - 1001-000000-2101-225100-601061

Department of Recreation and Parks

45. **ANGELIA MORRISON** \$18.00 **\$11,232.00**

Account: 1001-00000-4803-371400-601009

Ms. Morrison will work as a Contract Services Specialist I (Recreation Programmer). Her duties will include, but are not limited to, planning and organizing recreational programs for older adults, providing general information on Caregiving, Education, and Retirement services. She will also oversee congregate lunchtime meals that are served through the Eating Together in Baltimore Program. This salary is in compliance with AM 212-1 Part I. The period of the Agreement is effective on October 1, 2015 for one year, unless terminated sooner in accordance with this Agreement.

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09/23/2015

PERSONNEL

Department of Planning

46. Reclassify the following position:

Position No. 1872-50758

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)

To: GIS Analyst
Job Code: 33187
Grade: 927 (\$60,800.00 - \$97,300.00)

Costs: \$90,912.00 - 1001-000000-1873-187400-601001

Circuit Court for Baltimore City

47. Reclassify the following position:

Position No. 32838

From: Court Secretary II
Job Code: 00813
Grade: 089 (\$43,026.00 - \$52,239.00)

To: Assistant Counsel
Job Code: 10074
Grade: 929 (\$64,600.00 - \$103,200.00)

Costs: \$28,178.00 - 1001-000000-1100-109400-601001

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

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BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Mayor's Office

48. Reclassify the following position:

Position No. 6301-16448

From: HR Business Partner
Job Code: 07371
Grade: 931 (\$69,600.00 - \$111,300.00)

To: Operations Director II
Job Code: 00094
Grade: 969 (\$106,700.00 - \$176,100.00)

Costs: \$80,554.00 - 1001-000000-6301-399800-601001

Mayor's Office of Information Technology

49. a. Create the following grades and salary scales:

Grade: 867
Salary: \$16.33 per hour

Grade: 868
Salary: \$20.82 per hour

Grade: 869
Salary: \$19.23 per hour

b. Create the following classifications and positions:

Classification: Call Center Agent I (Temporary)
(5 Positions)

Job Code: 10252
Grade: 867
Salary: \$16.33 per hour

Classification: Emergency Dispatcher (Temporary)
(5 Positions)

Job Code: 10253
Grade: 868
Salary: \$20.82 per hour

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Mayor's Office of Information Technology - cont'd

Classification: 911 Operator (Temporary) (10 positions)

Job Code: 10254

Grade: 869

Salary: \$19.23 per hour

Costs: \$17,966.54 - 1001-000000-1512-165700-601001

Call Center Agent I (Temporary)

\$54,443.65 - 1001-000000-1512-167300-601001

Emergency Dispatcher (Temporary)

\$98,756.54 - 6000-611115-1512-167900-601001

911 Operator (Temporary)

50. Create the following 3 positions:

Classification: GIS Analyst

Job Code: 33187

Grade: 927 (\$60,800.00 - \$97,300.00)

Position Nos.: To be assigned by BBMR

Costs: \$269,460.00 - 1001-000000-1472-165800-601001

51. Create the following 3 positions:

a. Classification: IT Division Manager

Job Code: 10241

Grade: 942 (\$85,400.00 - \$140,800.00)

Position No.: To be assigned by BBMR

b. Classification: HR Generalist II

Job Code: 33677

Grade: 923 (\$57,200.00 - \$91,700.00)

Position No.: To be assigned by BBMR

c. Classification: Fiscal Administrator

Job Code: 01908

Grade: 931 (\$69,900.00 - \$111,300.00)

Position No.: To be assigned by BBMR

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Mayor's Office of Information Technology - cont'd

Costs: \$162,718.00 - 1001-000000-1474-167700-601001
\$109,840.00 - 1001-000000-1471-165700-601001
\$123,187.00 - 1001-000000-1471-165700-601001

Department of Housing and Community Development

52. Reclassify the following position:

Position No.: 5930-14873
From: Contract Administrator I
Job Code: 72411
Grade: 085 (\$36,681.00 - \$44,199.00)

To: Contract Administrator II
Job Code: 72412
Grade: 089 (\$43,026.00 - \$52,239.00)

Costs: \$10,868.16 - 2089-208915-5930-599681-601001

Department of Transportation

53. a. Create the following classification:

Classification: Director, Automated Traffic Violation
Division
Job Code: 10256
Grade: 942 (\$85,400.00 - \$140,800.00)

b. Create the following position:

Classification: Director, Automated Traffic Violation
Division
Job Code: 10256
Grade: 942 (\$85,400.00 - \$140,800.00)

Costs: \$125,550.00 - 1001-000000-6971-701800-601001

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09/23/2015

PERSONNEL

Department of Transportation - cont'd

54. a. Create the following classification

Classification: Contract Administrator Supervisor
Job Code: 72412
Grade: 089 (\$42,600.00 - \$51,722.00)

b. Reclassify position no. 2301-35630:

From: Contract Administrator II
Job Code: 72412
Grade: 089 (\$42,600.00 - \$51,722.00)

To: Contract Administrator Supervisor
Job Code: 72417
Grade: 091 (\$46,767.00 - \$56,927.00)

Costs: \$6,280.50 - 1001-000000-2301-249300-601001

Department of Finance

55. Create the following position:

From: Senior Program Assessment Analyst
Job Code: 10183
Grade: 927 (\$60,800.00 - \$97,300.00)
Position No.: To be assigned by BBMR

Costs: \$76,903.00 - 1001-000000-7100-699800-601001

56. Reclassify the following position:

Position No.: 1480-46794
From: Collection Supervisor I
Job Code: 34241
Grade: 085 (\$36,681.00 - \$44,199.00)

To: Collection Supervisor II
Job Code: 34242
Grade: 087 (\$39,701.00 - \$47,990.00)

Costs: \$3,341.00 - 1001-000000-1480-166400-601001

AGENDA

BOARD OF ESTIMATES

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PERSONNEL

Department of Finance - cont'd

57. Reclassify the following position:

Position No.: 1441-12159

From: Office Support Specialist II

Job Code: 33212

Grade: 075 (\$27,929.00 - \$31,746.00)

To: Office Support Specialist III

Job Code: 33213

Grade: 078 (\$29,672.00 - \$34,218.00)

Costs: \$3,084.00 - 1001-000000-1441-161800-601001

58. Reclassify the following position:

Position No.: 1531-48589

From: Office Support Specialist II

Job Code: 33212

Grade: 075 (\$27,929.00 - \$31,746.00)

To: Office Support Specialist III

Job Code: 33213

Grade: 078 (\$29,672.00 - \$34,218.00)

Costs: \$3,137.00 - 2043-604816-1531-169900-601001

59. Reclassify the following position:

Position No.: 1480-46633

From: Collections Representative I

Job Code: 34253

Grade: 080 (\$31,142.00 - \$36,634.00)

To: Collections Representative II

Job Code: 34254

Grade: 082 (\$33,140.00 - \$39,199.00)

Costs: \$2,460.00 - 1001-000000-1480-166400-601001

PERSONNELBaltimore City Liquor Board60. a. Create the following grade/salary:

Grade: 83A (\$16,000.00) Flat

b. Create the following classification:

Classification: Alternate Commissioner Liquor Board

Job Code: 10255

Grade: 83A (\$16,000.00) Flat

c. Create the following position:

Classification: Alternate Commissioner Liquor Board

Job Code: 10255

Grade: 83A (\$16,000.00) Flat

d. Upgrade the following classifications

Classification: Commissioner Liquor Board

Job Code: 00286

From Grade: 88A (\$28,000.00) Flat

To Grade: 88A (\$28,500.00) Flat

Classification: Chairman Liquor Board

Job Code: 00290

From Grade: 89A (\$28,500.00) Flat

To Grade: 89A (\$29,500.00) Flat

Costs: \$21,577.00 - 1001-000000-8500-598900-601001

AGENDA

BOARD OF ESTIMATES

09/23/2015

PERSONNEL

Office of Civil Rights and Wage Enforcement

61. Reclassify the following position:

Position No.: 6560-24995
From: Community Outreach Worker
Job Code: 81351
Grade: 422 (\$28,533.00 - \$29,941.00)

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

Costs: \$48,971.00 - 1001-000000-6560-428400-601001

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

Enoch Pratt Free Library

62. Reclassify the following position 6560-24995:

Position No.: 6560-24995
From: Library IT Training Officer
Job Code: 00691
Grade: 927 (\$60,800.00 - \$97,300.00)

To: Librarian Supervisor
Job Code: 00659
Grade: 929 (\$64,600.00 - \$103,200.00)

Costs: \$3,300.00 - 5000-575416-4501-592800-601001

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Office of the President - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement with the University of Maryland Foundation, acting on behalf of the Shriver Peaceworker Program in establishing one Peaceworker Fellow to work as a legislative intern for Mr. James B. Kraft. The agreement is effective upon Board approval through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

Under the agreement the City will reimburse the Foundation directly for Peaceworker Fellow assigned to assist Mr. Kraft.

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Office of the President - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to permit Ms. Carolyn Blakeney of the Office of the City Council President, to solicit donations from friends, family members and associates to benefit the 501 (c)(3) non-profit organization, Suited to Succeed. The period of the campaign will be effective upon Board approval through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

As a member of the Board of Directors for the organization, Ms. Blakeney is expected to support Suited to Succeed's fundraising efforts through a variety of endeavors during the 2015-2016 year most notably by selling tickets, soliciting sponsors, auction items, and vendors in support of the annual "Suit-A-Palooza", and other similar events, as yet unplanned. City agencies, friends, and family will be solicited directly by Ms. Blakeney. The solicitations will be made in person, by telephone, in writing, and email.

The mission of Suited to Succeed is to empower Baltimore area women in their efforts to transition from training programs and unemployment to self-sufficiency by providing free professional clothing and workshops. Suited to Succeed collects business clothing through company-sponsored clothing drives, individual donations, and community events and offers them to women transitioning from welfare, crises and/or training programs to employment. Since its inception in 1997, Suited to Succeed has helped more than 6,000 women make the transition from unemployment to self-sufficiency.

Office of the President - cont'd

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Office of the President - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to permit Mr. Bernard C. "Jack" Young, President, City Council, to solicit donations from area leaders to fund the enhancement of recreational and instructional programs offered to Baltimore City youth and seniors through his Productive Lives Active Youth (P.L.A.Y) Campaign. The period of the campaign will be effective upon Board approval through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The donations will be solicited from Baltimore-area business and civic leaders. A potential donor list will be comprised of individuals and corporate entities that contribute to the cultural vitality of Baltimore City such as restaurants, art and music venues, universities, etc. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to, the City Council or the Board of Estimates will not be targeted or singled-out in any way and will be solicited, if at all, in the same manner as all other potential donors.

In order to adequately prepare youth to thrive academically, socially, and emotionally in the future, they must be provided a wide range of opportunities to strengthen their self-confidence, develop latent leadership skills, and to learn from positive role models.

Due to current budget restraints, the Department of Recreation and Parks and the Health Department are limited in the diversity and scope of services they can provide to youth and senior citizens.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Office of the President - cont'd

These constituency groups require social, recreational, and rehabilitative programs that should not be reduced or eliminated because of a limited City budget. Therefore, the Council President's goal is to solicit private donations to increase and enhance the selection of recreational and instructional programs offered to these individuals.

The P.L.A.Y. campaign seeks to enhance the recreational experience through the beautification of centers and the development of program offerings, including but not limited to team and individual sports, swimming, movie screenings, cooking classes, talent/variety shows, theatre productions, academic monitoring, issue forums, senior symposiums, and arts and crafts activities.

In most instances, the recreational programming supported by the P.L.A.Y. campaign is offered by local nonprofit organizations. However, all solicitation campaigns for specific purposes and programs intended to be carried out by either the Department of Recreation & Parks or the Baltimore City Health Department must be first approved in writing by the Director or Acting Directors of the affected Department and coordinated with any other ongoing campaigns in support of the Departments' programs. No donation may be accepted with the conditions as to its use unless that donation and any conditions have been approved in writing by the Director or Acting Directors of the Department of Recreation & Parks or Baltimore City Health Department.

The periodic reports required to be filed with the Ethics Commission will be simultaneously provided to the Director of Recreation & Parks and Baltimore City Health Department when specific fundraising efforts have been approved by the respective Directors.

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

AGENDA

BOARD OF ESTIMATES

09/23/2015

Bureau of the Budget and - Appropriation Adjustment Order
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve the Appropriation Adjustment Order (AAO) to transfer Federal funds within the Baltimore City Health Department from Service 715 (Health Administration) to Service 315 (Emergency Services - Health).

AMOUNT OF MONEY AND SOURCE:

\$67,000.00 - From: 4000-400016-3001-568000-404001
Unallocated Federal Funds
(Service 715)

To: 4000-486616-3150-295900-404001
(Service 315)

The source of the Federal funds is a Grant Award from the Maryland Department of Health and Mental Hygiene, entitled the PHEP Ebola Supplemental Grant, approved by the Board on August 26, 2015.

BACKGROUND/EXPLANATION:

The transfer is necessary to provide funding for Ebola preparedness. Initially, Federal funding was appropriated within an unallocated Federal fund account in the Fiscal 2016 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant award.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/23/2015

Bureau of the Budget and - Appropriation Adjustment Order
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve the Appropriation Adjustment Order (AAO) to transfer Federal funds within the Baltimore City Health Department from Service 715 (Health Administration) to Service 303 (Clinical Services).

AMOUNT OF MONEY AND SOURCE:

\$170,000.00 - From: 4000-400016-3001-568000-404001
Unallocated Federal Funds
(Service 715)

To: 4000-426616-3030-294000-404001
(Service 303)

The source of the Federal funds is a Grant Award from the Maryland Department of Health and Mental Hygiene, entitled the Abstinence Education Grant, approved by the Board on August 26, 2015.

BACKGROUND/EXPLANATION:

The transfer is necessary to provide funding for abstinence education. Initially, Federal funding was appropriated within an unallocated Federal fund account in the Fiscal 2016 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant award.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/23/2015

Bureau of Budget and - Supplemental Federal Fund Appropriation
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve a Supplemental Federal Fund Appropriation for the Mayor's Office of Employment Development's - Service Number 795 Workforce Services for Baltimore Residents. The period of this Agreement is July 1, 2015 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$4,899,073.00 - Federal Funds

The source of funds for this appropriation will come from the U.S. Department of Labor/Employment and Training Administration (passed through the Maryland Department of Labor, Licensing, and Regulation) as part of the One Baltimore for Jobs Initiative and is in excess of the amount from this source that was relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2016.

BACKGROUND/EXPLANATION:

One Baltimore for Jobs Initiative is a demonstration project operated by the Mayor's Office of Employment (MOED), which will use resources to strengthen the current workforce development system and initiate innovative practices to reach communities that have been previously disconnected from services.

The Grant funds will increase access to occupational skills training, reduce barriers to employment and training, support community based projects, and establish linkage to career opportunities for Baltimore City residents between ages of 16-29.

APPROVED FOR FUNDS BY FINANCE

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
98 - 99
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

AGENDA

BOARD OF ESTIMATES

09/23/2015

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- | | | |
|---|--------------------------|--------------|
| 1. B50004053, Diesel
Fuel for Generators | C. Hoffberger
Company | \$300,000.00 |
|---|--------------------------|--------------|

(Dept. of General Service,
Balto. City Fire Dept.,
Dept. of Public Works)

MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- | | | |
|--|-------------------------------|--------------|
| 2. B50004126, Structural
Maintenance and
Dredging of Inner
Harbor | McLean Contracting
Company | \$629,580.00 |
|--|-------------------------------|--------------|

MBE: G.E. Frisco Company, Inc.	\$17,500.00	8.3%
--	-------------	------

WBE: A2Z Environmental Group, LLC	\$ 7,000.00	3.3%
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MWBOO FOUND VENDOR IN COMPLIANCE.

(Dept. of Transportation)

- | | | |
|---|----------------------------------|--------------|
| 3. B50004207, Repair and
Installation Services
for Building Glass | Aspen Building
Products, Inc. | \$270,036.00 |
|---|----------------------------------|--------------|

MBE:		3%
-------------	--	----

WBE:		1%
-------------	--	----

**MWBOO FOUND VENDOR IN NON-COMPLIANCE. VENDOR WILL BE GIVEN
10 DAYS TO ENGAGE MWBOO TO COME INTO COMPLIANCE.**

(Dept. of General Services -
Major Project Contract Maintenance)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Public Works

4. SC 918, Improvements to the Headworks & Wet Weather Flow Equalization at the Back River Wastewater Treatment Plant
- REJECTION** - On June 17, 2015, the Board opened two bids. Bids ranged from a low of \$441,758,000.00 to a high \$449,944,397.00. The Department has determined it is in the best interest of the City to reject all bids. The Department intends to rebid this contract.

AGENDA

BOARD OF ESTIMATES

09/23/2015

Bureau of Purchases - Acceptance of Technical Proposal
and Price Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical proposals submitted for Solicitation No. B50003985, Telecommunications Improvement & Procurement Project (TIPP) from the following vendors and open their price proposals:

Arrow Systems Integration, Inc.
Motorola Solutions, Inc.
Nu-Vision Technologies d/b/a
Black Box Network Services
Comm-Works/Fortran, LLC
Verizon Business
IBM Corporation

AMOUNT OF MONEY AND SOURCE:

N/A - No award recommendation at this time

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Seven proposals were received on June 24, 2015. Out of seven proposals received, the proposal from Fulton Communications, Inc. was found non-responsive, not meeting the pre-qualification requirement. The remaining six technical proposals were found to be responsive and met the City's technical score requirement.

AGENDA

BOARD OF ESTIMATES

09/23/2015

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the monthly rate at the City-owned Redwood Street Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that rate adjustments at this parking facility are warranted at this time.

To bring the monthly rate charged at the Redwood Street Garage in line with its surrounding facilities, the PABC staff developed the submitted rate adjustment recommendation. This rate adjustment was unanimously approved by the PABC Board of Directors.

AGENDA**BOARD OF ESTIMATES****09/23/2015**PABC - cont'd

Location	Proposed Transient Rate Changes				Proposed Monthly Rate Changes		
Redwood Street Garage	Regular Transient Rates				Rate Monthly Rate		
		Current Rate	Proposed Rate	Last Rate Change	Current Rate	Proposed Rate	Last Rate Change
	13 hrs to 24 hrs	\$17.00	\$18.00	May 2014	No proposed rate adjustments		

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA**BOARD OF ESTIMATES****09/23/2015**Police Department - Employment Contracts

The Board is requested to approve and authorize execution of the following Agreements:

	<u>Hourly Rate</u>	<u>Amount</u>
1. BENNIE L. BLAIR	\$14.42	\$ 30,000.00
Account: 4000-479416-2021-212600-600000		\$ 25,666.66
1001-000000-2021-212600-601000		\$ 4,333.34
2. BENNIE I. CRUMP, JR.	\$14.42	\$ 30,000.00
Account: 4000-479416-2021-212600-600000		\$ 25,666.66
1001-000000-2021-212600-601000		\$ 4,333.34
3. CHARLES E. MITCHELL, SR.	\$14.42	\$ 30,000.00
Account: 4000-479416-2021-212600-600000		\$ 25,666.66
1001-000000-2021-212600-601000		\$ 4,333.34

Messrs. Blair, Crump, and Mitchell, retirees, will continue to work as a Contract Services Specialist I (Domestic Violence Victim/Witness Liaison). They will be responsible for providing a coordinated and structured response to reduce the occurrence of domestic violence in Baltimore City. The period of the Agreement is October 1, 2015 through September 30, 2016.

4. JOSEPH B. JOHNSON	\$14.42	\$ 30,000.00
Account: 1001-000000-2042-198100-601009		

Mr. Johnson, retiree, will continue to work as a Contract Services Specialist (Accounting Assistant) for the Finance Section - Overtime Unit. He will be responsible for coordinating, scheduling oversight and billing associated with permanent and/or ongoing sites and events, accounting operations to include the preparation of all invoices and

AGENDA

BOARD OF ESTIMATES

09/23/2015

Police Department - cont'd

billing to secure accurate and timely reimbursement of expenditures and costs associated with secondary employment capacity. The period of the Agreement is October 1, 2015 through September 30, 2016.

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

THE AGREEMENTS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

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

AGENDA**BOARD OF ESTIMATES****09/23/2015****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Employment Development</u>			
1. Jason Perkins-Cohen	The U.S. Conference of Mayors Workforce Development Council Washington, DC Sept. 21 - 22, 2015 (Reg. Fee \$400.00)	Admini- strative Cost Pool	\$ 875.15

The subsistence rate for this location is \$293.00 per day. The hotel cost is \$270.00 per night plus occupancy tax of \$39.15. The Department is requesting additional subsistence of \$67.00 to cover the Workforce Development Council Board Dinner. This cost is not included in the overall cost of the conference registration fee, however it is an important event that Mr. Perkins-Cohen should attend.

Police Department

2. John Perfetto	Drug Abuse Resistance Education Training Sykesville, MD Sept. 20 - Oct. 9, 2015		\$ 0.00
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Pursuant to AM 240-3 Policy, Board of Estimates approval is required, if the City representative's absence will exceed five days or involves one or both weekend days.

AGENDA**BOARD OF ESTIMATES****09/23/2015****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			
3. Renee Johnson	2015 Annual FASTER	Internal	\$2,525.05
Malcolm Green-	Conference	Service	
Haynes	Portsmouth, VA	Fund	
Lynette Svoboda	Oct. 4 - 7, 2015		
Chichi Nyagah-nash	(Reg. Fee \$0.00)		
Angela Delcostello			

The attendees will travel together in two groups using City vehicles.

Law Department

4. Lara Simon	Intellectual	General	\$ 964.78
	Property Law	Fund	
	Institute 2015		
	New York City, NY		
	Sept. 27 - 29, 2015		
	(Reg. Fee \$1,695.00)		

The registration fee was waived because Ms. Simon was awarded a full scholarship covering the conference registration fee.

AGENDA**BOARD OF ESTIMATES****09/23/2015****TRAVEL REQUEST**

	<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
	<u>Department of Public Works</u>			
5.	Darryl DeSousa	IACP 2015 Annual Conference Chicago, IL Oct. 23 - 28, 2015 (Reg. Fee \$445.00)	General Funds	\$2,404.43

The subsistence rate for this location is \$265.00. The hotel rate for the first night is \$269.00 plus hotel taxes of \$44.12. The hotel rate for the second, third and fourth night is \$235.00 plus hotel taxes of \$38.54 per night. The hotel rate for the fifth night is \$309.00 plus hotel taxes of \$50.68.

The Department is requesting additional subsistence of \$4.00 for hotel and \$40.00 for food for October 23, 2015. For October 24 - 26 2015, the Department is requesting \$10.00 per day for food and incidentals. For October 25, 2015, the Department is requesting \$44.00 for hotel costs and \$40.00 for food.

The air fare and registration fee were prepaid using a City issued procurement card assigned to Tribhuvan Thacker. The disbursement to Mr. DeSousa is \$1,753.42.

AGENDA**BOARD OF ESTIMATES****09/23/2015****TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Public Works</u>			
6. Jason Mathias	Certified Energy Manager 5-day Training Nashville, TN Oct. 04 - 09, 2015 (Reg. Fee \$1,895.00)	General Funds	\$3,991.99

The subsistence rate for this area is \$198.00 per day. The Hotel rate is \$259.00 per night plus a 15.25% per night hotel tax, and a \$2.50 per night fee. The Department of Public Works is requesting additional subsistence in the amount of \$61.00 per day to cover the hotel accommodations, and \$40.00 per day to cover the cost of food and incidental expenses. The additional subsistence totaling \$505.00 has been added to the total.

The airfare in the amount of \$332.00 and registration fee in the amount of \$1,895.00 were pre-paid using a City issued credit card assigned to Mr. Theodore Atwood. Therefore, the disbursement amount to Mr. Mathias will be \$1,764.99.

AGENDA**BOARD OF ESTIMATES****09/23/2015****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of Civil Rights & Wage Enforcement</u>			
7. Kisha A. Brown	21 st Annual Conference of the National Association for Civilian Oversight of Law Enforcement Riverside, CA Oct. 4 - 10, 2015 (Reg. Fee \$450.00)	General Funds	\$1,899.64

The subsistence rate for this location is \$181.00 per night. The cost of the hotel is \$229.00 per night plus taxes of \$29.92 per night for October 4 - 5, 2015. The cost of the hotel is \$89.00 per night plus taxes of \$8.90 per night for October 6 - 7, 2015.

The Office of Civil Rights & Wage Enforcement is requesting additional subsistence of \$48.00 per day for the hotel and \$40.00 per day for meals and incidentals for October 4 - 5, 2015. An additional \$40.00 for meals and incidentals is requested for October 8, 2015 because the conference will end late in the afternoon. Ms. Brown will stay in California at her own expense from October 9 - 10, 2015. Ms. Brown will be disbursed \$1,899.64.

AGENDA

BOARD OF ESTIMATES

09/23/2015

TRAVEL REIMBURSEMENT

Department of Recreation & Parks

8. William Vondrasek \$ 517.83

On April 01, 2015, the Board approved the travel request for Mr. Vondrasek to attend the Greater & Greener Conference 2015 in San Francisco, CA from April 10 - 19, 2015.

Mr. Vondrasek procured his hotel accommodations, but inadvertently scheduled his departure a day earlier than the end of conference activities. Subsequently, he checked into another hotel for the additional night at a cost of \$219.00 and taxes in the amount of \$56.71.

Mr. Vondrasek's original planned ride to the BWI was not available so he called for shuttle service at a cost of \$36.00 so he would not miss his scheduled flight. Also in error, the cost of luggage was omitted from the original travel request for the total amount of \$50.00 at a rate of \$25.00 each way. In addition, Mr. Vondrasek received approval for the cost of the hotel taxes from the originally schedule hotel for the amount of \$156.12, but the funds were not received.

The Department is therefore requesting approval to reimburse Mr. Vondrasek for the additional hotel lodging in the amount of \$275.71, shuttle service in the amount of \$36.00, baggage fees in the amount of \$50.00, and hotel taxes in the amount of \$156.12 for a combined total of \$517.83.

AGENDA

BOARD OF ESTIMATES

09/23/2015

PROPOSALS AND SPECIFICATIONS

1. Department of Transportation - TR 15003, Reconstruction
of Footways Citywide
BIDS TO BE RECV'D: 10/21/2015
BIDS TO BE OPENED: 10/21/2015

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED