

## **NOTICE:**

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](http://www.baltimorecitycouncil.com/boe_agenda.htm)) and the Secretary to the Board's web site (<http://www.comptroller.baltimorecity.gov/BOE.html>).

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

## **BOARD OF ESTIMATES' AGENDA - APRIL 20, 2016**

### **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:

Barnard Construction Company, Inc.	\$1,119,465,000.00
Caribbean Piping & Welding, Inc.	\$ 1,500,000.00
CIP Concrete, LLC	\$ 1,500,000.00
Kinsley Construction, Inc.	\$ 602,802,000.00
Malstrom Electric Inc.	\$ 1,500,000.00
Midasco, LLC	\$ 122,508,000.00
MSI Controls, Inc.	\$ 4,689,000.00
Ruff Roofers, Inc.	\$ 8,000,000.00
Spiniello Companies	\$ 198,441,000.00
W. Concrete, Inc.	\$ 1,500,000.00

#### **2. Prequalification of Architects and Engineers**

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

ATCS, P.L.C.	Engineer
Cho Benn Holback & Associates, Inc.	Architect
CityScape Engineering, LLC	Engineer
Frederick Ward Associates, Inc.	Architect Land Survey Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

**BOARDS AND COMMISSIONS** - cont'd

iDesign Engineering, Inc.

Engineer

MIN Engineering, Inc.

Engineer

Whitman, Requardt and  
Associates, LLP

Land Survey  
Engineer  
Land Architect  
Architect

## **AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

### Law Department - Settlement Agreement and Release

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release of a litigation action brought by The Estate of Bessie Tracey, Plaintiff, by Crystal Furlong, Personal Representative, against the City and Sepidah Payami. The Plaintiff claims that the decedent, Bessie Tracey, was injured as a result of a motor vehicle collision that occurred at the intersection of Roland Avenue and W. 40<sup>th</sup> Street.

#### **AMOUNT OF MONEY AND SOURCE:**

\$55,000.00 - 2036-000000-1752-175200-603070

#### **BACKGROUND/EXPLANATION:**

The Plaintiff was a passenger in a vehicle traveling northbound on Roland Avenue, at or near its intersection with W. 40<sup>th</sup> Street. At the same time and place, a vehicle operated by a City employee was traveling eastbound on W. 40<sup>th</sup> Street. A collision ensued between the two vehicles, resulting in significant property damage and personal injuries. As a result of the accident, the Plaintiff sustained serious injuries to her body with medical bills totaling \$39,709.03.

In order to resolve this litigation economically and to avoid the expense, time, and uncertainties of further protracted litigation, the parties have agreed to offer the Plaintiff payment of \$55,000.00, for complete settlement of the case, including attorney's fees.

Based on a review by the Settlement Committee of the Law Department, it recommends that the Board of Estimates approve the settlement of this case as outlined herein.

#### **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

04/20/2016

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

5 - 6

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,  
pursuant to Charter provisions, a report has

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.

04/20/2016

# AGENDA

BOARD OF ESTIMATES

04/20/2016

## EXTRA WORK ORDERS

Contract <u>Awd. Amt.</u>	Prev.Apprvd. <u>Extra Work</u>	<u>Contractor</u>	Time <u>Ext.</u>	% <u>Compl.</u>
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### Department of Transportation - cont'd

This transfer will fund the costs with Change Order No. 4 on Project TR 12314, Roland Avenue & Northern Parkway Improvements and Traffic Calming with M. Luis Construction Co., Inc.

### Department of Public Works/Office of Engineering & Construction

3. EWO #001, \$0.00 - WC 1226, McElderry and Various Streets  
Water Main Replacement and Relocation

\$ 3,954,122.85	-	Monumental Paving & Excavating, Inc.	83	85
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The Office of Engineering and Construction/Environmental Engineering Project Delivery System is requesting a 83-day non-compensable time extension in order to complete placement of the remaining water lines, water valves, fire hydrants and water meter settings for phase three of this contract (WC 1226). The new completion date is May 24, 2016. The existing contract funding is sufficient for the completion of the contract.

4. EWO #091, \$41,677.68 - SC 852R, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$2,271,621.93	Balfour Beatty Infrastructure, Inc.	-	-
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The contractor was directed to revise the 18-inch draft bypass piping as requested by facilities personnel. Credits from the original scope have been included in their proposal. The contractor submitted a cost proposal, which was reviewed and approved by the Design Consultant, Rummel, Klepper & Kahl, LLP. The contract expired on February 28, 2015. However, the City, while preserving all legal rights, is allowing the contractor to proceed and liquidated damages are being assessed in accordance with the contract documents.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Mayor's Office of Human Services - Continuum of Care  
Program Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Continuum of Care Program Agreement with Jobs, Housing and Recovery, Inc. The period of the Agreement is January 1, 2016 through December 31, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$210,968.00 - 4000-407016-3572-755801-603051

**BACKGROUND/EXPLANATION:**

The organization will provide support services to 29 individuals. The services will include, but will not be limited to case management, employment assistance and job training, substance abuse treatment, and the provision of food to clients.

The Continuum of Care Program Agreement is late because of delays at the administrative level.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



TRANSFERS OF FUNDS

\* \* \* \* \*

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

9

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

# AGENDA

BOARD OF ESTIMATES

04/20/2016

## TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$ 51,630.00	9910-902873-9600	9910-911301-9601
21 <sup>st</sup> EDF	Constr. Res.	Warner Street
	Brownfield Incen-	Steamline
	tive Fund	
38,370.00	9910-905575-9600	9910-911301-9601
21 <sup>st</sup> EDF	Constr. Res.	Warner Street
	E. Balto. Ind. &	Steamline
	Coml.	
347,317.00	9910-920994-9600	9910-911301-9601
23 <sup>rd</sup> EDF	Constr. Res.	Warner Street
<u>\$437,317.00</u>	Citywide Indus-	Steamline
	trial Dev.	

This transfer will provide funds associated with the cost of installing new steamlines inside the Warner Street garage to replace the old and failing steamlines.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the Maryland Association of County Health Officers (MACHO) and the National Association of County and City Health Officials (NACCHO) dues for Ms. Leana S. Wen, Commissioner of Health.

**AMOUNT OF MONEY AND SOURCE:**

\$6,888.00 - Annual Dues - Regular - MACHO 2016  
1,660.00 - Annual Dues - NACCHO 2016  
\$8,548.00 - 1001-000000-3001-599000-603022

**BACKGROUND/EXPLANATION:**

The funds will be used to pay the Health Commissioner's 2016 annual MACHO membership dues and 2016 annual NACCHO membership dues.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

#### Health Department - Agreements and Notification of Grant Award

The Board is requested to approve and authorize execution of the following Agreements. The period of the Agreement is September 30, 2015 through September 29, 2016, unless otherwise indicated.

1. **CHASE BREXTON HEALTH SERVICES, INC.** **\$210,677.00**

Account: 4000-484816-3023-513200-603051

Chase Brexton Health Services, Inc. will be one of the primary providers for Pre-Exposure Prophylaxis (PrEP) targeting Men who have Sex with Men (MSM) and the transgender community and will participate with the REACH Institute in providing training on best practices for providing PrEP. The organization will hire peer navigators to assist clients in accessing PrEP when appropriate and ensuring the obstacles to care are overcome.

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$704,929.00**

Account: 4000-484716-3023-513200-603051

The JHU Center for Child & Community Research will develop and implement a social marketing campaign regarding Pre-Exposure Prophylaxis (PrEP), targeting Men who have Sex with Men (MSM) and transgender persons to reduce the risk of acquiring HIV.

3. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$132,101.00**

Account: 4000-484816-3023-513200-603051

The JHU Harriet Lane Clinic (HLC) is a primary care community-based clinic on the City's eastside that has been serving children, youth, and their families since 1912. The HLC is a comprehensive youth and family-centered medical home to 3,500 adolescents and young adults aged 13-25.

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

#### Health Department - cont'd

Specifically for this project, the HLC will be one of the primary providers for pre-exposure prophylaxis (PrEP) to the young Men who have Sex with Men (MSM) and the transgender of color community.

The Agreements are late because this is a new grant from the Department of Health and Human Services, Centers for Disease Control and Prevention, which was approved by the Board on November 4, 2015. Awards to sub-grantees were made in late November, 2015. The sub-grantees were asked to submit a budget, budget narrative, and scope of services. The department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

4. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 61,000.00**

Account: 5000-569716-3023-274418-603051

Light Health and Wellness Comprehensive Services, Inc. will provide Non-Medical Case Management (Client Advocacy) services to 45 low-income individuals who are infected with HIV/AIDS. Client Advocacy services will consist of providing advice and assistance to People Living with HIV/AIDS in obtaining medical, social community, legal, financial and other needed support services. The Client Advocate will also make sure that the client has access to special HIV resources not offered by other service providers. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because the Infectious Disease and Environmental Health Administration programmatically manages State Special services. The providers are asked to submit a budget, budget narrative, and scope of services.

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

#### Health Department - cont'd

The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

5. **PROJECT PLASE, INC. \$93,704.00**

Account: 5000-569716-3023-274427-603051

Project PLASE, Inc. will provide case management services to an estimated 50 HIV infected homeless or recently homeless clients annually. Clients will be selected from the at-risk population (African American women, male youth, Men who have Sex with Males, Gay, Bi-Sexual, Lesbian, Transgendered) considering additional factors such as lack of medical assistance, those who are newly diagnosed and currently not in care, and those who have multiple needs including mental health or substance abuse. In collaboration with the individual, medical staff, and psychosocial counselor, the case managers will develop and implement an individual treatment care plan with the client. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because the State of Maryland Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White State Special services. The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board.

These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

**MWBOO GRANTED A WAIVER**

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Health Department - cont'd

**6. THE AFTER-SCHOOL INSTITUTE, INC. (TASI) \$ 25,000.00**

Account: 4000-499016-3023-513200-603051

TASI will provide services in the area of an annual Youth Sexual Health Conference to increase awareness, knowledge, risk education measures, and change in behavior that lead to the prevention of new HIV infections among African American youth in Baltimore. The period of the agreement is January 1, 2016 through December 31, 2016.

The agreement is late because of a delay in receiving an acceptable budget and scope of work from the organization.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

NOTIFICATION OF GRANT AWARD

**7. MARYLAND DEPARTMENT OF AGING \$ 16,117.00**

Account: 5000-575916-3044-273300-405001

This grant will allow the Department to expand outreach, education, and counseling services to Medicare beneficiaries. As a result of outreach services, beneficiaries will obtain help to apply for benefits related to Medicare.

By accepting 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 period of the grant award is September 30, 2015 through September 29, 2016.

Health Department - cont'd

The Notification of Grant Award is late because it was just received from the Department.

**APPROVED FOR FUNDS BY FINANCE**

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

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



**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Department of Audits - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the expenditure of funds for the registration of staff members to attend two one-day seminars, sponsored by the Maryland Association of Certified Public Accountants (MACPA) on April 29, 2016 and the Association of Government Accountants (AGA) on May 18, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$4,600.00 - 1001-000000-1310-157800-603020 - MACPA

\$4,420.00 - 1001-000000-1310-157800-603020 - AGA

**BACKGROUND/EXPLANATION:**

Government Audit Standards require that each auditor obtain 80 hours of continuing professional education (CPE) every two years. The foregoing program is part of the Department's scheduled training for calendar year 2016 and will provide training for 24 auditors for the MACPA training and 34 auditors for the AGA training. Each auditor will earn 16 CPE credits. The average cost per staff training hour will be about \$20.00, which is well below the industry average in relation to other training of this nature.

In order to take advantage of a special group registration rate for the MACPA training, one member of the Enoch Pratt Free Library's Finance Office is included with this request. The Enoch Pratt Free Library will reimburse the Department for the cost of registration for its attendee.

**APPROVED FOR FUNDS BY FINANCE**

## **AGENDA**

### **BOARD OF ESTIMATES**

**04/20/2016**

#### Department of Planning - Grant Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Grant Agreement with the Parks and People Foundation, Inc. The period of the Grant Agreement is effective upon Board approval for one year.

#### **AMOUNT OF MONEY AND SOURCE:**

\$46,200.00 - 9910-910635-9588-900000-704047

#### **BACKGROUND/EXPLANATION:**

The Parks and People Foundation, Inc. is a non-profit organization that has a sound track record of assisting community groups as they develop sustainable greening projects on vacant lots, and has project management and grant making expertise that focuses on awarding small neighborhood greening grants.

Under this Agreement, Parks and People Foundation, Inc. will run the Care A Lot Program, which will support selected non-profit community groups in maintaining smaller vacant lots in their neighborhood. The Care A Lot Program will grant 8 community groups up to \$5,000.00 each to improve their neighborhoods by mowing up to 25 currently grassy vacant lots in their neighborhoods throughout the growing season. Funding of \$40,000.00 will be awarded to the community groups. The funds for this program are drawn from the Growing Green Initiative Blight Elimination Funds.

The Parks and People Foundation, Inc. will recruit non-profit community associations, community development corporations, and churches for Care A Lot participation. It will provide technical support in lot selection, application completion, will execute grant agreements with non-profit organizations, and award funding.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Department of Planning - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Department of Planning - First Amendment to Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a First Amendment to Agreement with The Baltimore Office of Promotion & the Arts.

### **AMOUNT OF MONEY AND SOURCE:**

\$39,761.00 - 9910-910635-9588-900000-704047

### **BACKGROUND/EXPLANATION:**

On July 22, 2015, the Board approved a grant agreement with The Baltimore Office of Promotion & the Arts for \$43,000.00. The funding has been utilized to provide grants to winning City applicants of the Lots Alive program to implement their winning ideas for temporary public art in vacant lots.

The Department is requesting additional funds because the number of applicants far exceeded the funding amount. In addition, the Growing Green Initiative would like to provide funding for additional projects in targeted neighborhoods including Druid Heights, Penn North, Sandtown Winchester, Upton, Broadway East, Park Heights, and Coldstream Homestead Montebello.

The terms and condition of the Agreement remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

21 - 23

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation

1. TR 15017, Conduit Cuddy & Associates, \$1,441,526.00  
Manhole Recon- LLC  
struction at  
Various Locations

<b>MBE:</b> Priority Construction Corporation	\$346,437.02	24.03%
Chavis Enterprises, L.L.C.	18,000.00	1.25%
DM Enterprises of Baltimore, LLC	6,000.00	0.42%
Kim Engineering, Inc.	4,000.00	0.28%
L. Johnson Tree Service, LLC.	12,675.00	0.88%
A Halcon Contractors, Inc.*	See Note	0.00%
	Below	

<b>\$387,112.02</b>	<b>26.86%</b>
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<b>WBE:</b> Cuddy & Associates, LLC ^**	\$ 32,434.34	2.25%
Rowen Concrete, Inc.	32,000.00	2.22%
Priceless Industries, Inc.	18,000.00	1.25%
A2Z Environmental Group, LLC.	34,000.00	2.36%
	<b>\$116,434.34</b>	<b>8.08%</b>

^Indicates Self-Performing

Bidder did not achieve the MBE/WBE goals.

\* The dollar amount and percentage to be performed by the MBE was not indicated on the Statement of Intent form.

\*\* Cuddy & Associates, LLC; failed to properly execute Statement of Intent to Self-Perform

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

The department recommends approval with the stipulation that the vendor come into compliance within ten days of the award.

# AGENDA

BOARD OF ESTIMATES

04/20/2016

## RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

### 2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,511,929.72	9962-903521-9563	
Other	Constr. Reserve	
	Conduit Manhole	
	Reconstruction	
145,825.18	9962-938001-9563	
Other	Constr. Reserve	
<u>\$1,657,754.90</u>	Unallotted	
\$1,441,526.00	-----	9962-908068-9562-6
		Struc. & Improv.
144,152.60	-----	9962-908068-9562-5
		Inspection
72,076.30	-----	9962-908068-9562-2
<u>\$1,657,754.90</u>		Contingencies
		Conduit System
		Construction TR 15017

This transfer will fund the costs associated with Award of Project TR 15017, Conduit Manhole Reconstruction at Various Locations with Cuddy & Associates, LLC.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of General Services

3.	GS 14857, Old Town Firehouse Roof Replacement	Patuxent Roofing and Contracting, Inc.	\$ 263,900.00
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<b>MBE:</b>	G.E. Frisco Co.	\$3,958.50	1.5%*
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<b>WBE:</b>	See Note Below
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\*Bidder did not achieve the MBE/WBE goals. Bidder listed G.E. Frisco Co. for MBE participation; however, they are not listed for lumber or plywood, for which they are a manufacturer. Bidder also listed Knox Building Supply for WBE participation; however, Knox Building Supply is not certified as a WBE with Baltimore City.

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

The Department recommends approval with the stipulation that the vendor come into compliance within ten days of the award.

4.	GS 15813RR, MECU Building Envelope Improvements	Hascon, LLC	\$1,478,000.00
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<b>MBE:</b>	JM Murphy Enterprises, Inc.	\$148,000.00	10.0%
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<b>WBE:</b>	Atlantic Enterprises, LLC	\$ 30,000.00	2.0%
	Cherry Hill Fabrication Inc.	<u>28,000.00</u>	<u>1.9%</u>
		<b>\$ 58,000.00</b>	<b>3.9%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**



## AGENDA

### BOARD OF ESTIMATES

04/20/2016

Department of Public Works/Office - Agreement for Water Contract  
of Engineering and Construction 1327 Chlorine Handling Safety  
Improvements

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Agreement for Water Contract 1327, Chlorine Handling Safety Improvements with Whitman, Requardt & Associates, LLP, Consultant. The period of the Agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

#### **AMOUNT OF MONEY AND SOURCE:**

\$1,191,089.13 - Water Revenue Bonds  
808,674.35 - Baltimore County  
\$1,999,763.48 - 9960-905696-9557-900020-703032

#### **BACKGROUND/EXPLANATION:**

The Consultant will provide engineering services for the design of the new sodium hypochlorite facilities to replace the existing gas chlorine system, which is a potential safety hazard for the Montebello Water Filtration Plant and several remote facilities in Baltimore City and Baltimore County. The Consultant will review existing contract documents and drawings for existing structures on-site for the development of a new laboratory facility at the Montebello Water Filtration Plant.

The Consultant will also conduct multi-discipline field inspections to examine the current conditions of the facility. The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission.

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

<b>MBE:</b> Shah & Associates, Inc.	\$154,630.39	7.7%
Dhillon Engineering, Inc.	92,613.80	4.6%
	<u>\$247,244.19</u>	
<b>WBE:</b> Carroll Engineering, Inc.	\$ 95,202.38	4.8%
Phoenix Engineering, Inc.	217,842.13	10.9%
	<u>\$313,044.51</u>	

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

DPW - cont'd

Due to a limited budget, the City removed some services from the proposal. As such, it has been determined that Whitman, Requardt & Associates exercised good faith efforts in meeting the goals.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$1,369,914.50	9960-906696-9558	
Water Rev. Bonds	Constr. Res.	
	Chlorine Handling	
	Safety Improve.	
930,085.50	"	"
Counties		
<b><u>\$2,300,000.00</u></b>		
\$1,999,876.92	-----	9960-905696-9557-3
		Engineering
300,123.08	-----	9960-905696-9557-9
<b><u>\$2,300,000.00</u></b>		Administration

The funds are required to cover the cost of WC 1327, Chlorine Handling Safety Improvements.

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve assignment of Task No. 023 to Arcadis U.S., Inc. under Project 1303 On-Call Project and Construction Management Assistance. The period of the Task Assignment is approximately 6 months.

**AMOUNT OF MONEY AND SOURCE:**

\$ 60,460.36 - 9960-903710-9557-900020-706063 (WC 1173R)  
60,460.37 - 9960-901917-9557-900020-706063 (WC 1120R)  
**\$120,920.73**

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of assistance from Arcadis U.S., Inc. to provide construction management assistance services on various projects including, but not limited to, W.C. 1173R Guilford Finished Water Reservoir Improvements and W.C. 1120R Guilford Water Pumping Station Rehabilitation Design for the Bureau of Water & Wastewater, Department of Public Works.

**MWBOO GRANTED APPROVAL.**

**APPROVED FOR FUNDS BY FINANCE**

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

## **AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

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

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Transviron, Inc., under Project 1185.6 (WC 1314 and WC 1315) Small Water Main Replacement and Rehabilitation Design at Various Locations. The Amendment No. 1 to Agreement will extend the agreement through December 18, 2017.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

On June 18, 2014, the Board approved the two-year agreement with Transviron, Inc. for the projects. The projects were suspended December 5, 2014, before the 70% submittal was due. Both projects were then picked back up on August 5, 2015.

The current contract will expire on June 18, 2016. The Amendment No. 1 will extend the contract for 18 months. All other terms and conditions will remain unchanged.

**MWBOO GRANTED APPROVAL.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

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

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

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

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 017 to Rummel, Klepper & Kahl, LLP (RK&K), under Project No. 1402, (WC 1234, WC 1264, WC 1268, and WC 1260) On-Call Project and Construction Management Assistance Services Inspection Services. The original contract will expire on June 10, 2017.

#### **AMOUNT OF MONEY AND SOURCE:**

(\$ 16,539.39) - 9960-905658-9557-900020-705032 (WC 1234 Task 2)  
( 18,635.93) - 9960-905136-9557-900020-705032 (WC 1264 Task 4)  
( 40,996.79) - 9960-905136-9557-900020-705032 (WC 1268 Task 6)  
( 223,247.02) - 9960-905659-9557-900020-705032 (WC 1260 Task 8)  
**(\$299,419.13)**

#### **BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is requesting RK&K to provide a credit of unused funds from various tasks including: WC 1234 (Task No. 002), WC 1264 (Task No. 004), WC 1268 (Task No. 006), and WC 1260 (Task No. 008). All of the listed tasks have expired. This credit will increase the agreement upset limit and allow other tasks to be developed.

**MWBOO GRANTED APPROVAL.**

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

Department of Public Works/Bureau - Employee Expense Statement  
of Water and Wastewater

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the Employee Expense Statement for Mr. Craig Lane for the month of May 2015 for reimbursement for his Water Distribution - (1) Temporary License.

#### **AMOUNT OF MONEY AND SOURCE:**

\$100.00 - 2071-000000-5521-632440-603022

#### **BACKGROUND/EXPLANATION:**

Mr. Lane is entitled to reimbursement for obtaining his Water Distribution - (1) Temporary License. Mr. Lane did not turn in his paper work in a timely manner, as he was unaware that he was eligible for reimbursement until 40 days after May 1, 2015. This time frame exceeded the 40 work-day period for submission of the expense report to the Bureau of Accounting and Payroll Services. Mr. Lane has been made aware of the proper procedures for submitting reimbursements and other eligible activities.

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**

**04/20/2016**

Baltimore Development Corporation - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with Control Power, Inc., Tenant, in Suite 202-D of the Business Center @ Park Circle located at 2901 Druid Park Drive. The period of the Agreement is March 1, 2016 through February 28, 2018, with one 2-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$3,933.72	\$327.81

The rent will escalate 4% annually to allow for any increases in the Landlord's operating costs.

**BACKGROUND/EXPLANATION:**

Control Power, Inc. is an electronic contractor and a minority business enterprise that has been in the building since 1999. The company has up to two employees.

The space is leased on an "As Is" basis and does not require the landlord to make any modifications. The Tenant will be responsible for any improvements or build-out of the premises.

All other Landlord services such as utilities, limited janitorial services, maintenance and repairs to the premises are included in the initial base rent.

In addition, the Tenant is obligated to maintain and keep in force general public liability, contractual liability and property damage insurance protection for the premises and name the City as additionally insured under the insurance policies.

**MBE/WBE PARTICIPATION:**

N/A

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

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

Baltimore Development Corporation (BDC) - Amendment No. 2 to  
Land Disposition  
Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to the Land Disposition Agreement (LDA) with CBAC Borrower, LLC. This Amendment No. 2 to the LDA will extend the Option Property notification period through April 2018.

#### **AMOUNT OF MONEY AND SOURCE:**

N/A

#### **BACKGROUND/EXPLANATION:**

On October 31, 2012, the Board approved a LDA with CBAC Gaming, LLC for the construction of a garage and a Ground Lease Agreement (Ground Lease) for the construction and operation of the Horseshoe Casino (Casino). The rights of CBAC Gaming, LLC as developer were assigned to CBAC Borrower, LLC (Developer) to facilitate the financing pursuant to the Memorandum of Omnibus Assignment and Assumption dated July 1, 2013 and recorded in the land records of Baltimore City in Liber FMC 15462, folio 137.

On August 21, 2013, the Board approved Amendment No. 1 to the LDA which made the list of enumerated permitted transfers of ownership the same as the terms contained in the Ground Lease. All other terms and conditions of the original LDA remain unchanged.

Both the LDA and the Ground Lease allow for certain permitted dispositions of interests in the ownership entity which are necessary in order to obtain both the equity and borrowed funds to build the garage and the Casino.



## AGENDA

### BOARD OF ESTIMATES

04/20/2016

BDC - cont'd

The LDA also granted the Developer the option to purchase from the City two additional properties identified as Lots A and B, as described in Exhibits A and B of the LDA and collectively referred to as the "Option Properties."

The LDA further provides that if the Developer desires to exercise its option to purchase one or both of the Option Properties, it will provide at least 120 days prior written notice of the designated Option Property Settlement Date for each Option Property.

The City and the Developer desire to amend the LDA to extend both the Option Property notification dates and the Option Property Settlement Date (for both option properties), from April 2016 to April 2018 with the Option Property Settlement date to occur no later than the date that is the fourth anniversary of the VLT Facility (Casino) opening or through April 2018. The extension is necessary to allow the Developer additional time to study potential land use and redevelopment plans for Lots A and B.

#### **MBE/WBE PARTICIPATION:**

The Developer has agreed to comply with the MBE requirements as described in Title 14, Subtitle 3 of the State Finance and Procurement Article in the Ground Lease and LDA.

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

# AGENDA

BOARD OF ESTIMATES

04/20/2016

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

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

### Bureau of Purchases

- |   |             |         |
|---|-------------|---------|
| 1. RACKSPACE US, INC.   | \$15,000.00 | Renewal |
| Contract No. 06000 - Production Server Hosting for Integrated Financial Budget System - Department of Finance - P534398 |             |         |

On July 30, 2015, the City Purchasing Agent approved the initial award in the amount of \$21,158.18. On March 31, 2016, the City Purchasing Agent approved an increase in the amount of \$10,579.03. This renewal in the amount of \$15,000.00 is for the period May 1, 2016 through June 30, 2016, with additional renewals subject to agreement of the parties.

- |  |             |         |
|--|-------------|---------|
| 2. LEISURE FITNESS EQUIPMENT, LLC  | \$25,497.00 | Low Bid |
| Solicitation No. B50004528 - Fitness Equipment - Recreation & Parks - Req. No. R723506 |             |         |

- |  |             |                           |
|--|-------------|---------------------------|
| 3. INFAX, INC.   | \$39,376.00 | Sole Source/<br>Agreement |
| Contract No. 08000 - Upgrade to Electronic Docket Display System and Support - Circuit Court for Baltimore City - Req. No. R725103 |             |                           |

The Board is requested to approve and authorize execution of an Agreement with Infax, Inc. The period of the agreement is April 20, 2016 through April 19, 2019, with one 3-year renewal option.

The vendor is the sole source provider for the hardware, software and system support. Therefore, a sole source is being requested for the upgrade and support of the Judicial System.

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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |                |                 |
|---|----------------|-----------------|
| 4. ATLANTIC EMERGENCY SOLUTIONS, INC.   | \$1,422,492.00 | Selected Source |
| Contract No. 07-1835 - Mid-mount Aerial Snorkel Truck - Department of General Services - Req. No. R726191 |                |                 |

The unit will be purchased from cooperative inter-local contract agreement #07-1835 with the Baltimore Regional Cooperative Purchasing Committee and Houston-Galveston Area Council. The unit will replace an older piece of fire apparatus in the fleet.

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

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 5. AMERICAN LIMOUSINES, INC.  | \$ 97,000.00 | Renewal |
| Contract No. B50004035 - Provide Daily Roundtrip Transportation for Non-Ambulatory & Other Children - Department of Recreation and Parks and Various - P.O. No. P531682 |              |         |

On June 17, 2015, the Board approved the initial award in the amount of \$97,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$97,000.00 is for the period June 17, 2016 through June 16, 2017, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

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

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

Bureau of Purchases

- |   |              |         |
|---|--------------|---------|
| 6. CLIENTTRACK, INC.  | \$ 93,600.00 | Renewal |
| Contract No. B50002737 - Homeless Management Information System - Mayor's Office of Human Services - P.O. No. P523147 |              |         |

On April 24, 2013, the Board approved the initial award in the amount of \$215,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$93,600.00 is for the period April 10, 2016 through April 9, 2017, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

7. **FIRST CALL**  
EQ NORTHEAST, INC.

**SECOND CALL**

TOTAL ENVIRIONMENTAL  
CONCEPTS, INC.

	\$1,000,000.00	Renewal
Contract No. B50002228 - Environmental Remediation Service - Department of Housing and Community Development, Department of General Services and others - P.O. Nos. P520056 and P520055		

On March 21, 2012, the Board approved the initial award in the amount of \$800,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$1,000,000.00 is for the period April 8, 2016 through April 7, 2017. The above amount is the City's estimated requirement.

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

# AGENDA

BOARD OF ESTIMATES

04/20/2016

## 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

#### EQ Northeast, Inc.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> K & K Environmental Services, LLC	5%	\$ 40,094.94	6.6%
<b>WBE:</b> A2Z Environmental Group, LLC	2%	\$ 32,814.70	5.4%

### **MWBOO FOUND VENDOR IN COMPLIANCE**

#### Total Environmental Concepts, Inc.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> First Potomac Environmental	5%	\$115,702.00	60.8%
<b>WBE:</b> Cleo Enterprises	2%	<b>*See note below</b>	

\*Cleo Enterprises is no longer in business. Vendor has not shown a good faith effort in replacing Cleo Enterprises.

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

Total Environmental Concepts, Inc. was found non-compliant on April 12, 2016, and renewal is recommended subject to vendor providing MWBOO an acceptable plan to come in compliance by replacing a subcontractor who is no longer in business.

8. DRESSER-RAND GROUP,  
INC. \$ 117,898.05 Increase  
Contract No. 08000 - Liquid Oxygen Compressor Service/Rebuild  
- Department of Public Works - Water Facilities - P.O. No.  
P533952

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

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

On December 23, 2015, the Board approved the initial award in the amount of \$137,618.10. This increase in the amount of \$117,898.05 is necessary to complete the rebuild and repairs to the #1 Oxygen Plant Compressor located at Patapsco Wastewater Treatment Plant. The extent of hardware deterioration was not known until the disassembly occurred. This increase will make the award amount \$255,516.15. The contract expires one year after final acceptance.

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.

- |   |                |          |
|---|----------------|----------|
| 9. P. FLANIGAN & SONS, INC.   | \$1,500,000.00 | Increase |
| Contract No. B50002931 - Furnish and Deliver Aggregate Materials - Department of Public Works - Bureau of Water and Wastewater, Department of Transportation, etc. - P.O. No. P524497 |                |          |

On July 31, 2013, the Board approved the initial award in the amount of \$431,500.00. The award contained two 1-year renewal options. Subsequent increases have been approved. Due to the City's aging underground utility infrastructure, a record number of water main breaks throughout the City have resulted in a substantial increase in usage of this contract to provide materials for the necessary fill and road restoration work. This increase in the amount of \$1,500,000.00 will make the award amount \$2,981,500.00. The contract expires on July 30, 2016 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 7% MBE AND 3% WBE.**

# AGENDA

BOARD OF ESTIMATES

04/20/2016

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

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

Bureau of Purchases

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> L&J Waste Recycling, LLC	8.76%	\$120,834.20 10.3%
<b>WBE:</b> Morgan Construction Services, Inc.	3.24%	\$ 85,303.46 7.3%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

10. ASSOCIATED BUILDING MAINTENANCE CO., INC. \$ 264,000.00 Extension  
Contract No. B50001547 - Provide Janitorial Services for Area B - Police Department and Department of General Services - P.O. No. P515603

On November 24, 2010, the Board approved the initial award in the amount of \$388,032.00. The award contained two renewal options. Subsequent actions have been approved and both renewal options have been exercised. This extension in the amount of \$264,000.00 is necessary to allow time for the Department of General Services to revise the specifications prior to advertising the new solicitation. The period of the extension is May 1, 2016 through July 31, 2016.

**MWBOO SET GOALS OF 17% MBE AND 9% WBE.**

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> CJ Maintenance	17%	\$79,135.00 26.5%
<b>WBE:</b> My Cleaning Services, Inc.*	9%	\$21,312.34 7.1%

\*WBE has withdrawn from the contract. Vendor has committed to replace with another certified WBE.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Fire Department - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with the Maryland Stadium Authority (MSA). The period of the Agreement is March 1, 2016 through February 28, 2017 with the option to renew for four additional 1-year terms.

**AMOUNT OF MONEY AND SOURCE:**

\$35,000.00 - 1001-000000-3191-308700-601065

**BACKGROUND/EXPLANATION:**

On March 16, 2011, the Board approved the agreement with the MSA for Emergency Medical Services for Orioles' games at Camden Yards Stadium. This Agreement stipulates that minimally one medic unit with two staff members will be provided for Emergency Medical Services located at Camden Yards during the Orioles' home games.

**APPROVED FOR FUNDS BY FINANCE**

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





## AGENDA

### BOARD OF ESTIMATES

04/20/2016

DHCD - cont'd

FOR FY 2016, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$31,000.00, AS FOLLOWS:

MBE: \$ 8,370.00

WBE: \$ 3,100.00

On June 17, 2015, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2015 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan to be effective July 1, 2015 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Ms. Yvette Warrington, Developer, for the property located at 2901 Norfolk Avenue, in the Park Heights Community.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The purchase price for the property will be \$10,000.00 and will be paid by a credit of \$3,500.00 to the Developer at settlement for her stewardship of the subject property as well as a Purchase Money Mortgage to the City for \$6,500.00. The Purchase Money Mortgage will be due to the City upon sale or refinance of the property.

The Developer will occupy the property as her primary residence.

The City may dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter (2010 Edition) and Article 28, Subtitle 8 of the Baltimore City Code.

Pursuant to the provisions under Baltimore City Code, Article 13 §2-7(h)(2)(ii)(c) all terms and conditions of the agreement have been approved.

The property was journalized on December 22, 2010.

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

The statement of purpose and rationale does not apply. The property was priced pursuant to the appraisal policy of Baltimore City at \$10,000.00 and is being sold to Ms. Warrington for \$10,000.00.

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**04/20/2016**

Department of Housing and                      - Grant Agreement  
Community Development (DHCD)

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Grant Agreement with the Housing Authority of Baltimore City (HABC). The period of the Grant Agreement is effective upon Board approval through August 8, 2017.

#### **AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 9910-908530-9588

#### **BACKGROUND/EXPLANATION:**

The State's Community Legacy Program provides funds for neighborhood revitalization projects. In FY 2015, the DHCD was awarded \$100,000.00 on behalf of the HABC for the renovation of 1435 North Broadway which is currently vacant. When renovations are complete, the property will be occupied by a public housing family.

On January 13, 2016, the Board approved a Community Legacy Agreement, in the amount of \$100,000.00, with the State of Maryland's Department of Housing and Community Development allowing the DHCD to accept funds on behalf of the HABC.

This Grant Agreement will allow the DHCD to provide funds to the HABC. The funds are being provided on a reimbursement basis, after which the HABC will seek reimbursement from the State.

#### **MBE/WBE PARTICIPATION:**

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

#### **APPROVED FOR FUNDS BY FINANCE**

#### **AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
\$ 75,000.00 State Funds	9910-903998-9587 State Funding for City Revitalization (Reserve)	
25,000.00 <u>State Funds</u>	9910-903990-9587 Neighborhood Plan- ning & Revitali- zation (Reserve)	
<b>\$100,000.00</b>	-----	9910-908530-9588 Community Legacy Agreement FY15

This transfer will provide State funding for the Community Legacy Program that provides funds for neighborhood revitalization projects. In FY 2015, the Department was awarded \$100,000.00 on behalf of the Housing Authority of Baltimore City for the renovation of 1435 North Broadway, which is currently vacant. When renovations are complete the property will be occupied by a public housing family.

(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

04/20/2016

Department of Housing and - Memorandum of Understanding  
Community Development

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) regarding Inclusionary Housing in Port Covington with Sagamore Development Company, LLC (Developer). 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:**

No City Funds Requested.

#### **BACKGROUND/EXPLANATION:**

The Developer is undertaking the New Port Covington project (the Project) in the City of Baltimore. The City Council will consider legislation to issue Tax Increment Financing (TIF) bonds to support the project.

The TIF is considered to be a public subsidy under the City's Inclusionary Housing Law (the IH Law) and triggers a review by the Department of Housing and Community Development. The required DHCD review of the project determined how many, if any, Inclusionary Housing units must be built in conjunction with the development. Based on the provisions of the IH Law in this case, the Housing Commissioner determined that the project is exempt from the requirement to create affordable housing under the IH Law.

However, the Developer supports the policy goals of Inclusionary Housing and has agreed to provide either on-site affordable housing units or contribute money to the City in support of Inclusionary Housing. This MOU sets forth the terms and conditions of the agreement. The following summarizes the key point of the MOU:

- The Affordable Housing goal will be 10% of all on-site residential units.

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

#### DHCD - cont'd

- Affordable Housing is housing to be made available to households whose annual income is less than 80% of the Area Median Income for the Baltimore metropolitan region, as established by the United States Department of Housing and Urban Development (hereinafter, Affordable Housing).
- Affordable Housing units will be primarily one, two or three bedroom units (or as otherwise agreed by the parties), of comparable quality and design as other residential housing in the Project and managed in accordance with the same standards as other residential units within the Project.
- Developer will use commercially reasonable efforts to apply for public sources of subsidy for the Affordable Housing including but not limited to Low Income Housing Tax Credits.
- The City will make housing program resources available subject to funding availability, approval by the Board of Estimates, and compliance with Federal, State, and local law programmatic requirements and guidelines for the Affordable Housing.
- The City will support any applications for Low Income Housing Tax Credits or other programs which are competitive and/or require local government support. If the publicly subsidized Affordable Housing units cannot be constructed on a financially reasonable basis, Developer will contribute an amount to the Inclusionary Housing Fund.
- In lieu of and as an offset to the payment to the Fund, the Developer may count the value of any Affordable Housing unit that is not publicly subsidized and provided within the Project (each, a Developer Subsidized Unit) as a contribution under this MOU.



**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

DHCD - cont'd

- Pursuant to this MOU, within six months of the effective date, the parties will negotiate and execute an agreement setting forth the terms under which (a) the Developer will report on the status of residential construction, including Developer Subsidized Units, and (b) the City will monitor and enforce the income and occupancy requirements of the Developer Subsidized Units.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

Mayor's Office of Minority and Women-Owned Business Development - Memorandum of Understanding

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve a Memorandum of Understanding (MOU) with Sagamore Development Company, LLC (Developer) relating to inclusion of Minority and Women-Owned Business in the New Port Covington Project.

#### **AMOUNT OF MONEY AND SOURCE:**

**NO CITY FUNDS ARE REQUESTED**

#### **BACKGROUND/EXPLANATION:**

This MOU relates to the cooperation between parties to establish a process to ensure the inclusion of minority and women-owned business in the New Port Covington Project and for monitoring and compliance.

The Developer, either directly or through affiliates, is or will be developing approximately 250 acres of land located on the South Baltimore peninsula, south of I-95, into a transformative, mixed-use, waterfront project, that will include more than 12 million square feet of new development (the New Port Covington).

The development of the New Port Covington is projected to result in (a) more than \$5.5 billion in construction expenditures; (b) \$7.6 billion in construction-related economic activity; (c) 42,000 construction and multiplier jobs supported or created; and, (d) \$242 million in combined state and local government revenues.

The MOU between the Minority and Women-Owned Business Development and the Developer will outline each party's responsibilities for inclusion of City certified minority and women-owned business in the New Port Covington Project. These responsibilities include but are not limited to creating on-going outreach programs, ensuring contracting opportunities for M/WBEs, and hiring an independent consultant to monitor the Project's goals.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

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

**MBE/WBE PARTICIPATON:**

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

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA****BOARD OF ESTIMATES****04/20/2016**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. 242 S. Broadway	Young Jeum Kim	One awning w/ signage 53.64'
Annual Charge: \$	147.84	
2. 10 Light Street	Metropolitan Baltimore, LLC	Outdoor seating 635 sq. ft. on Light Street, 315 sq. ft. on E. Redwood Street
Annual Charge: \$	\$12,517.50	
3. 788 Washington Boulevard	Marc J. Smith	One bracket sign 2'6" x 2'8"
Annual Charge: \$	52.70	
4. 1201 S. Charles Street	IMA Pizza, LLC	Outdoor Seating 17'1" x 3' on Charles Street, 17'1" x 3' on E. West Street
Annual Charge: \$	675.00	

**AGENDA****BOARD OF ESTIMATES****04/20/2016**DOT - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 1214 N. Charles Street	QAB Associates, LLC	One set of steps 8' x 4'

Flat Charge: \$ 35.20

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

## AGENDA

BOARD OF ESTIMATES

04/20/2016

Department of Transportation - Memorandum of Understanding

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the Department of Transportation and Port Covington Master Developer, LLC and 120-250 W. Dickman Street, LLC. The period of the MOU is effective upon Board approval for 25 years, unless terminated earlier.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

The MOU establishes the framework for the owner to design, build, implement and maintain the Phase I Bike Path and conduct the Bike Path Actions within the Bike Path Easement Areas. The maintenance will be at the sole cost and expense of the owner during the term of the agreement.

### **MBE/WBE PARTICIPATION:**

N/A

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**04/20/2016**

Department of Transportation/ - Task Assignment  
Engineering and Construction

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 7 to Rummel, Klepper & Kahl, LLP/Johnson, Mirmiran & Thompson, Inc. (Joint Venture), Consultant, under Project No. 1175, On-Call Bridge Design Services. The duration of the task is February 27, 2013 through February 27, 2016.

#### **AMOUNT OF MONEY AND SOURCE:**

\$281,375.83 - 9950-907824-9508-900020-703032

#### **BACKGROUND/EXPLANATION:**

This authorization will provide for continuing design engineering services in connection with the Waterview Avenue Bridge East Abutment. The scope of services includes, but is not limited to the following design efforts: 1. Waterline; 2. Roadway; 3. Structures; 4. Maintenance of Traffic Management Plan; 5. Geotech; 6. Modify landscape plans for the new cemetery wall; 7. Project coordination; 8. Design Phase Work Remaining; 9. Public Meeting; and 10. Bid Phase.

#### **MBE/WBE PARTICIPATION:**

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

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

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

DOT - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 101,137.86 MVR	9950-901824-9509 Constr. Reserve Maisel Street Pedestrian Bridge	
208,375.55 <u>MVR</u>	9950-903416-9507 Constr. Reserve Hawkins Point Rd Bridge	
<b>\$ 309,513.41</b>	-----	9950-907824-9508-3 Design Maisel Street Pedestrian Bridge

This transfer will fund the deficit and costs associated with Task No. 7, Project 1175, "On-Call Bridge Design Services" with Rummel, Klepper & Kahl, LLP/Johnson, Mirmiran & Thompson, Inc. (Joint Venture).

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



**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

Department of Transportation (DOT) - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay Class Act Catering for services provided on February 8, 9, 15 and March 3, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$80,945.00 - 1001-000000-5015-382300-604014  
11,950.00 - 1001-000000-5015-382300-603026  
**\$92,895.00**

**BACKGROUND/EXPLANATION:**

The Department of Transportation is seeking payment to Class Act Catering for food provided to DOT, Solid Waste, Recreation and Parks, Water & Wastewater, and General Services while working the snow emergencies. Jay's Catering has the contract with the City, but was unable to provide the quantity of food that was needed at these times. Class Act Catering was called and was able to provide the food that was needed. This request includes a cancellation fee of \$7,812.00 due to the cancellation of a snow shift, and prepared food was not needed.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## **AGENDA**

### **BOARD OF ESTIMATES**

**04/20/2016**

Department of Transportation - B50000482, Shuttle/Transit  
Services - Time Extension

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a time extension to contract B50000482, Shuttle/Transit Services with Veolia Transportation, Inc. d/b/a Transdev. The period of the extension is January 11, 2015 through January 11, 2018.

#### **AMOUNT OF MONEY AND SOURCE:**

\$10,577,021.50 - 6000-617417-2303-248700-603026

#### **BACKGROUND/EXPLANATION:**

On February 11, 2009, the Board approved a five-year agreement with Veolia Transportation, Inc. for the operation of the Downtown Circulator scheduled to begin operations in late summer 2009. The original period coverage was January 11, 2010 through January 11, 2015. The five year contract with Veolia became effective upon service on the first route of the Charm City Circulator which began on January 11, 2010.

On Wednesday, February 25, 2015, the Board authorized ratification of the contract term for 18 months to allow the Department to prepare and execute a new Request for Proposal (RFP) for competitive bids which resulted in an expiration date of July 11, 2016.

This request is necessary in order to extend the term for an additional 18 months to complete the review of the RFP, advertise for bids, and transition from one vendor to another.

#### **MBE/WBE PARTICIPATION:**

The vendor will continue to comply with the MBE goals of 17% and WBE goals of 10% established in the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

Department of Human Resources - Agreements and Expenditure  
Authorization Request for  
Police Sergeant Promotional  
Assessment Administration  
Expenses 2016

#### ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of License Agreement with the Baltimore Convention Center (BCC) for the 2016 Police Sergeant Oral promotional written examination. The event is scheduled for June 18, 2016. The Board is also requested to approve and authorize execution of a Group Sales Agreement with the Red Lion Hotels, Inc. d/b/a RL Hotel for the Police Sergeant Oral promotional examination. The event is scheduled for August 15 - 20, 2016. The Board is also requested to approve payment by expenditure authorization for airfare, per diem, and ancillary expenses.

#### AMOUNT OF MONEY AND SOURCE:

##### **BCC - JUNE 18, 2016**

\$ 5,400.00 Rental of BCC for Multiple Choice Test

520.00 Rental of Audio Visual Equipment at the BCC for Multiple Choice Test

5,200.00 **Ancillary Expenses - 52 Examiners x \$100.00 Each**  
Other (reimbursement of travel expenses, luggage fees, cab/shuttle fees, travel to and from the airport, parking)

##### **Red Lion Hotel: August 15-20**

Oral Assessment

Overnight Guestrooms

August 14 - August 20, 2016

73,250.10 60 Guest suites x 7 nights @ \$151.00 + 15.5%  
tax/night

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

DHR - cont'd

20,056.58 23 Test rooms x 5 days @ \$151.00 + 15.5% tax/night

0.00 1 Training/Registration Room x 6 days @  
Complimentary

0.00 1 Hospitality Suite x 60 guests x 5 days @  
Complimentary

0.00 LCD Projector (training day) @ Complimentary

0.00 Parking for 60 cars x 7 nights @ Complimentary

2,678.40 Catered Lunch (orientation/training 60  
Guests @ \$36.00 +24%)

0.00 Coffee Service/Beverage Snack x 5 days  
(60 at a time) @ Complimentary

Examiners' Airfare (Roundtrip):  
Traveling from Various Locations

20,800.00 Roundtrip for 52 (examiners) @ \$400.00

#### **Per Diem (Meal Allowance):**

Per Diem Rate - \$46.00 per day x 6 days = \$276.00

14,352.00 52 Examiners - \$276.00 x 52

**\$142,257.08** - 1001-000000-1603-172500-603026

### **BACKGROUND/EXPLANATION:**

The Police Sergeant exam occurs once every two years. The assessment includes written and oral exam components and is being scheduled to take place on June 18, 2016 and August 15, 2016 through August 20, 2016 respectively. Eighty three (83) rooms will be necessary to administer the exam.

Sixty (60) rooms will be rented for overnight accommodation for the fifty-two (52) examiners and eight (8) assessment administrators.

## **AGENDA**

### **BOARD OF ESTIMATES**

**04/20/2016**

DHR - cont'd

Twenty three (23) rooms will be rented for the examiners training/orientation, and administration of the exam.

The number of candidates who will be scheduled for the oral portion of the exam will not be available until after the written, multiple-choice component of the exam has been administered (on June 18, 2016) and scored. Following scoring, a testing schedule for the oral exam will be created and the number of testing days will confirmed. To ensure adequate accommodations are available, room reservations must be arranged well in advance. The submitted quote is based upon the maximum anticipated usage and may be reduced.

Most examiners will arrive in Baltimore on Sunday, August 14, 2016. It is anticipated that the oral examination process will begin on Monday, August 15, 2016, with training/orientation and run through Saturday, August 20, 2016. Some examiners will depart the hotel the morning of August 21, 2016, due to the length of testing on Saturday and the distance back to their respective jurisdictions.

Due to the early start and long working hours, a beverage break will be made available to the examiners each morning. Estimated cost for hotel parking for the examiners at the hotel is also included as some examiners may have vehicles. Audio visual equipment which is required for training at the hotel and for use at the BCC during the multiple-choice assessment is also included.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA****BOARD OF ESTIMATES****04/20/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Thomas Ryan	Investigations Hazardous Devices School Huntsville, AL April 18 - May 27, 2016	Asset Forfeiture Funds	\$6,458.76
2. Thomas Herbert	2016 Nantong Forensic DNA Science Forum Qidong City, Nantong China April 12 - 15, 2016	N/A	\$ 0.00

The travel is sponsored and paid by SeqGen, Inc.

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

Department of Public Works

3. Amy Purves	2016 Water & Waste- water CIO Forum Oakland, CA April 18 - 21, 2016	N/A	\$ 0.00
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All expenses will be paid for by the Water and Wastewater CIO Forum.

**AGENDA****BOARD OF ESTIMATES****04/20/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
4. Rosanna LaPlante	2016 Environmental and Water Resources Institute Congress West Palm Beach, FL May 22 - 26, 2016 (Reg. Fee \$ 0.00)		\$ 0.00

The travel is of no cost to the City, it will be paid for in full by the Maryland Section of the American Society of Civil Engineers.

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**Fire Department

5. Ryan McByrne	Homeland Security Special Topics: Annual Update State College, PA Aug. 3 - 7, 2015 (Reg. Fee \$995.00)	General Funds	\$1,521.49
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Mr. McByrne traveled to State College, Pennsylvania on August 3 - 7, 2015 for the Annual Homeland Security Update Program.

The subsistence rate for this location was \$154.00 per day. The hotel rate was \$89.00 per night, plus \$4.45 per night for hotel taxes and \$5.34 per night for State taxes.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

Fire Department - cont'd

The registration fee in the amount of \$995.00 was prepaid on a City-issued credit card assigned to Mr. Connor Scott. Mr. McByrne personally incurred the costs of the hotel, hotel taxes, the State taxes, and meals. Therefore, Mr. McByrne requests reimbursement of \$526.49.

**TRAVEL REIMBURSEMENT**

\$ 356.00	- Hotel (@ \$89.00 x 4)
17.80	- Hotel Tax (@ \$4.45 x 4)
21.36	- State Tax (@ \$5.34 x 4)
131.33	- Meals
(995.00)	- Registration (Prepaid)
<b>\$ 526.49</b>	<b>- Total Reimbursement</b>

The retroactive travel approval is late because there was a procedural misunderstanding. Therefore, the travel approval was not requested prior to travel.



## AGENDA

### BOARD OF ESTIMATES

04/20/2016

Department of Transportation - Request for Preparation of RFP and Approval of Exceptions to the Design Build Resolution for TR 16020 Comprehensive Conduit Facilities Management Services

#### ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the preparation of an RFP seeking the procurement of a Program Manager at Risk for the Conduit Facilities Program, Project No. TR 16020 and to approve the exceptions, noted below, to the Design Build Resolution approved by the Board on November 2, 2011 ("DB Resolution").

#### AMOUNT OF MONEY AND SOURCE:

N/A

#### BACKGROUND/EXPLANATION:

In accordance with the DB Resolution, the Department of Transportation ("DOT") submitted a Design Build Procurement Plan ("Plan"), proposing the use of a modified Design Build approach for Project TR 16020, to the Design Build Executive Committee ("DBEC"). On April 13, 2016, the DBEC unanimously approved the Plan and authorized DOT to seek Board approval to advertise for responses to a Request for Proposal (RFP). The Department is requesting Board approval to procure responses under the guidance of the Design Build Resolution but with the exceptions as follows and as set forth on Ex. A:

- 1) DOT will not request Statements of Qualifications as mandated by the Resolution but will request proposers to respond to the RFP, submitting both technical and price proposals. The RFP will require that responders fully set forth their qualifications as part of the technical proposal and qualifications will be a part of the scoring of the RFP.

## AGENDA

### BOARD OF ESTIMATES

04/20/2016

#### Department of Transportation - cont'd

- 2) Given the extremely tight time frame to complete procurement, responses will be due twenty (20) calendar days from the issuance of the RFP rather than in 42 days or longer as required under the Resolution.
- 3) Responses to the proposals will not be received by the Board of Estimates but instead by the Office of Boards and Commissions ("OBC"), which will receive both the technical and price proposal and will follow the same security and chain of custody procedures as that office uses in A/E procurements.
- 4) Upon receipt of the proposals OBC will refer only the technical proposal to DOT.
- 5) After completion of the scoring of the technical proposals by DOT, OBC will refer the price proposals to DOT.
- 6) Price will be weighted at 40% as opposed to 50% as set out in the Resolution
- 7) Once the evaluations and scoring are complete, or if there is a BAFO process, the Department will make a recommendation of award to this Board of the highest ranked scored firm.

Upon approval of this request, DOT will proceed with preparation of the RFP and when complete will present it to this Board for authority to advertise the RFP. If approved, the Project will be advertised by OBC and sealed Technical and Financial Proposals will be received until 12:00 noon, Eastern Standard Time on a date which is no later than 20 days after advertisement of the RFP, by OBC at 4 South Frederick Street Baltimore, Maryland 21202. All requirements in the 2006 Edition of the City of Baltimore, Department of Public Works, Specifications for Materials, Highways, Bridges, Utilities and Incidental Structures, and Amendments thereto, will still be strictly enforced.

# AGENDA

## BOARD OF ESTIMATES

04/20/2016

### Department of Transportation - cont'd

#### EXHIBIT A

#### PROJECT NO. TR16020 COMPREHENSIVE CONDUIT FACILITIES MANAGEMENT SERVICES

Page No.	Sec/Item	Per - Design Build Resolution	DBR Exception Explanation
3	Z	Request for Proposals (RFP) -- A written solicitation issued by the City to solicit proposals for design and construction services in a two step design-build procurement process. The RFP includes: Step One: Request for Qualifications and Step Two: Request for Technical and Price Proposal.	DOT will not request SOQs but instead will request proposers to respond to a RFP, submitting both technical and price proposals. these steps are employed to maximize the use of available funding (sec. III d. page 4) and due to the expedited scheduling requirements (sec III e. pg 4) 3. DOT scoring will include a weighted calculation that includes technical 60% and price 40% note DBR states pricing cannot be less than 50%. see sec. iv #5, pg 6.
3	AA	Request for Qualifications (RFQ) - the first step in the two step RFP process, the RFQ is the written solicitation issued by the City seeking SOQ's to be used to identify and create a Reduced Candidate List (RCL) of the most highly qualified D-B Proposers to receive the Step Two: Request for Technical and Price Proposals for the PROJECT.	
4	IV 1. a.	As early as reasonable in the project development phase, and at a minimum prior to achieving 30% design approvals, request evaluation by the Design-Build Executive Committee of the Contracting Agency's Design Build Procurement Plan.	DOT will require the selected PMAR team to develop 100% design.
6	IV 5	Proposal scoring for Best Value procurements shall be calculated using points and may include pass/fail factors for mandatory requirements. The Design Build Executive Committee shall not approve any scoring methodology in which the value of the price proposal is less than 50%	DOT will use a price scoring factor of 40%.
6	IV 6	Except when the Director of Finance has declared that an emergency pursuant to Section 11(e) of the City Charter, the Design-Build Executive Committee may not recommend to the Board of Estimates any duration for the advertisement of the Invitation for Bids which is less than 42 calendar days.	DOT will seek BOE approval to advertise for RFP on April 22, 2016, with a due date of May 12, 2016, for 20 calendar days not 42 days specified in the DBR.
8	V 3	See Below	DOT will employ a modified Best Value procurement process in selecting a PMAR team to recommend to the BOE for approval of award.
8	V 3 a.	Upon approval of the Board of Estimates to advertise the RFP: Step One Request for Qualifications, the Board shall receive and refer the Statement of Qualifications by all Proposers to the Contracting Agency for evaluation.	Upon BOE approval to advertise the RFP, OBC shall receive and refer to DOT the technical proposal only for evaluation and the price proposal at a later date.

**EXHIBIT A**  
**PROJECT NO. TR16020 COMPREHENSIVE CONDUIT FACILITIES MANAGEMENT SERVICES**

Page No.	Sec/Item	Per - Design Build Resolution	DBR Exception Explanation
8	V 3 b.	The Proposal Evaluation Team shall evaluate the Statement of Qualifications and establish the Reduced Candidate List, pursuant to the Design Build Procurement Plan. The reduced candidate list shall be limited to no more than 5 Proposers.	The Proposal Evaluation Team (PET) shall evaluate the RFP (not SOQ) and establish a Reduced Candidate List (RCL). The RCL shall be limited to no more than 5 proposers.
8	V 3 c.	The Contracting Agency shall request that the Board of Estimates notify the Proposers of the Reduced Candidate List and provide the RFP: Step Two Technical and Price Proposal to only the Reduced Candidate List.	DOT shall notify the proposers of the RCL and schedule interviews. The proposers will be ranked/scored by the PET. OBC shall refer the technical and price proposals to BCDOT at the designated time.
8	V 3 d	Upon receipt of the Technical and Price Proposals from the Reduced Candidate List, the Board of Estimates shall receive and refer the Technical Proposal only to the Contracting Agency.	OBC shall refer the technical and price proposals to BCDOT at the designated time.
8	V 3 f.	After evaluation scoring of the Technical Proposals is complete, the Board of Estimates shall refer the Price Proposals to the Contracting Agency for scoring. The Project Evaluation Team shall combine the Technical and Price scores to establish the total score for each Proposal. If the Project Evaluation Team decides not to solicit a Best and Final Offer pursuant to Paragraph G of this Section, the Contracting Agency shall recommend to the Board of Estimates award of the contract to the highest scoring Proposer.	After evaluation and scoring of the technical proposals is complete, the OBC shall refer the price proposals to DOT for scoring. The PET shall combine the technical and price scores to establish the total score for each proposer. If the PET decides not to solicit a Best and Final Offer pursuant to Paragraph G of the DBR DOT shall recommend to the BOE award of the contract to the highest scoring proposer.
9	V 3 g.	Proposers scoring at least 70% of the total score and within 10% of the top scoring proposer, including the top scoring proposer, shall be considered within the Competitive Range. The Proposal Evaluation Team may, as its sole discretion, request Proposers within the Competitive Range: i. Further develop or refine certain concepts into a Best and Final Offer. ii. Meet with the Proposal Evaluation Team in a Confidential Meeting to discuss the Proposal, its strengths and weaknesses, and any other information necessary for the proposer to develop a Best and Final Offer	Proposers scoring at least 70% of the total score and within 10% of the top scoring proposer, including the top scoring proposer, shall be considered within the competitive range.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

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 316 (Youth Violence Prevention).

**AMOUNT OF MONEY AND SOURCE:**

\$149,989.00 - From: 4000-400016-3001-568000-404001  
Unallocated Federal Funds  
(Service 715)

To: 4000-484516-3160-308600-404001  
(Service 316)

**BACKGROUND/EXPLANATION:**

The source of the Federal funds is a grant award and cooperative agreement, in the amount of \$999,564.00, from the U.S. Department of Justice (DOJ), Office of Justice Programs, and Office for Victims of Crimes. On November 18, 2015, the Board approved acceptance of the grant for the project entitled "Safe Streets Supporting Male Survivors of Violence".

The transfer is necessary to provide funding to support the Health Departments Office of Youth Violence Prevention Safe Streets Program. With this AAO, funding will be moved from a revenue account for supplemental grants, in accordance with the actual grant award.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA****BOARD OF ESTIMATES****04/20/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System</u>			
1. Robert Haukdal	Certificate of Achievement in Public Plan - Pensions Part II Boston, MA June 8 - 11, 2016 (Reg. Fee \$1,045.00)	Special Funds Fire & Police	\$2,685.78

The subsistence rate for this location is \$316.00 per night. The cost of the hotel is \$299.00 per night plus hotel taxes of \$43.20 per day. The Department is requesting additional subsistence in the amount of \$23.00 per day for meals and incidentals.

Mayor's Office of Information Technology

2. Lisa Allen	311 CS Week Synergy Group Phoenix, AZ April 23 - 27, 2016 (Reg. Fee \$199.00)	General Fund	\$1,701.26
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The subsistence rate for this location is \$179.00 per night. The cost of the hotel is \$199.00 per night plus taxes of \$25.01 per night. The Department is requesting additional subsistence of \$20.00 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals. The transportation in the amount of \$386.20 and registration fee in the amount of \$199.00 were prepaid using a City-issued credit card assigned to Lisa Allen. Therefore, the disbursement is \$1,116.06.

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Sagamore Development Company, LLC (Sagamore). The period of the MOU is effective upon Board approval for five years with an automatic renewal for an additional five year term on each fifth anniversary of the effective date thereafter unless earlier terminated by the written agreement of both the City and Sagamore.

**AMOUNT OF MONEY AND SOURCE:**

\$ 400,000.00 - 6000-603516-6311-483200-406001  
750,000.00 - 6000-603516-6311-483200-406001  
\$1,150,000.00

**BACKGROUND/EXPLANATION:**

The MOU relates to the cooperation between the parties to establish a process for the promotion of hiring Baltimore City residents for the New Port Covington Project.

The MOU between MOED and the Developer will outline each party's responsibilities for local hiring in the New Port Covington Project. More specifically, the MOU addresses the hiring and management of a Port Covington Local Hiring Coordinator by MOED to provide support in meeting the goal of the agreement.

Sagamore will pay MOED an amount not to exceed \$80,000.00 annually, to cover the costs of employing the Local Hiring Coordinator. The MOU also addresses Sagamore's commitment to pay MOED at least \$150,000.00 annually, over the first five years of the project, to fund Youth Works jobs or other comparable positions for young people.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/20/2016**

**PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/ - WC 1276, Water Main  
Office of Engineering and Replacements - Georgetown  
Construction Road/Winans Way/Wells St.  
& Vicinity  
**BIDS TO BE RECV'D: 05/18/2016**  
**BIDS TO BE OPENED: 05/18/2016**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**