

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 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., in 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

BOARD OF ESTIMATES' AGENDA - MARCH 29, 2017

THE DEPARTMENT OF FINANCE
WILL PRESENT THE
PRELIMINARY BUDGET RECOMMENDATIONS FOR FY 2018
TO THE BOARD OF ESTIMATES

AGENDA

BOARD OF ESTIMATES

03/29/2017

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:

Afram, Inc.	\$ 1,500,000.00
Living Classrooms Foundation	\$ 45,738,000.00
Metra Industries, Inc.	\$ 53,649,000.00
Midas Utilities, Inc.	\$ 8,000,000.00
Mona Electric Group, Inc.	\$157,536,000.00
Norair Engineering Corp.	\$ 8,000,000.00
Plano-Coudon, LLC	\$ 8,000,000.00
Richard E. Pierson Construction Co., Inc.	\$ 8,000,000.00
Structural Restoration Services, Inc.	\$ 6,246,000.00

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:

Alpha Construction and Engineering Corp.	Engineer
AULtec, Inc.	Engineer Land Survey
Crabtree, Rohrbaugh & Associates, Architects	Architect
iCivil, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

03/29/2017

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 transient rate at the City-owned Fleet & Eden 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 a rate adjustment at this parking facility is warranted at this time.

To bring the transient rate charged at the Fleet & Eden Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. This rate adjustment was unanimously approved by the PABC Board of Directors.

AGENDA

BOARD OF ESTIMATES

03/29/2017

PABC - cont'd

Location	Proposed Transient Rate Changes				Proposed Monthly Rate Changes
Fleet & Eden Garage	Regular Transient Rates				Regular Monthly Rate
		Current Rate	Proposed Rate	Last Rate Change	No Proposed Changes
	13-24 hour rate	\$14.00	\$15.00	February 2015	

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

03/29/2017

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 transient rate at the City-owned Lexington 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 a rate adjustment at this parking facility is warranted at this time.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

PABC - cont'd

Location	Proposed Transient Rate Changes				Proposed Monthly Rate Changes
Lexington Street Garage	Regular Transient Rates				Regular Monthly Rate
		Current Rate	Proposed Rate	Last Rate Change	No Proposed Changes
	2 hour rate	\$8.00	\$ 9.00	May 2011	
3 hour rate	\$9.00	\$10.00	May 2011		

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

03/29/2017

Parking Authority of - Expenditure of Funds
Baltimore City (PABC)

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Cale Parking Systems USA, Inc. (CALE) for the upgrade of 53 EZ Park multi-space meters to the most recent Americans with Disabilities Act (ADA) standards in support of the Parking Meter Accessibility Program (Project SPACE).

AMOUNT OF MONEY AND SOURCE:

\$30,475.00 - 5800-2075-000000-408700-603026 (@\$575.00 x 53 Multi-space Meters)

BACKGROUND/EXPLANATION:

On May 26, 2010, the Board approved a Meter Maintenance Agreement. An amendment to the Maintenance Agreement was approved on February 5, 2014, that allowed for these ADA upgrades and set the cost and extensions of the Maintenance Agreement on May 27, 2015 and June 1, 2016, which extended the Agreement through May 30, 2017. The Board of Estimates also approved a prior expenditure of funds to upgrade 95 meters on July 27, 2016.

CALE has provided and installed the EZ Park Meters since 2004, and the meters were ADA compliant until new ADA standards were issued. Cale must provide the required parts and services to upgrade the meters because the equipment is proprietary.

The Parking Authority worked for a number of years with the Mayor's Commission on Disabilities to improve the parking situation in Baltimore for people with disabilities. With the Mayor's Commission on Disabilities, we developed a program called Project SPACE to address this problem.

The goal of Project SPACE is to make all meters ADA compliant and provide hundreds of reserved on-street parking spaces for people with disabilities while requiring all parkers to pay for metered parking, including those displaying a disability placard or license plate.

AGENDA

BOARD OF ESTIMATES

03/29/2017

PABC - cont'd

Phase 1 of Project SPACE launched in the Central Business District (Franklin Street to the North, President Street to the East, Pratt Street/Key Highway to the South and Martin Luther King, Jr. Boulevard to the West) on July 13, 2014. Persons that had been abusing disability placards for the free parking that the placards previously provided, no longer had the incentive to park all day at meters, resulting in more turnover and availability of metered parking spaces. Phase 1 of Project Space exceeded expectations and led to Phase 2 which began on September 27, 2016, in the Fells Point and Harbor East areas of the City producing similar benefits.

This expenditure will allow for ADA upgrades to 53 of the existing EZ Park Meters allowing PABC to begin Phase 3 of Project SPACE in the Federal Hill area of the City.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Mayor's Office of Human Services - Continuum of Care Agreements

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

1. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$ 34,838.00**

Account: 4000-407016-3571-759140-603051

St. Ambrose Housing Aid Center, Inc. will provide supportive services to 14 formerly homeless households. The period of the Agreement is April 1, 2017 through March 31, 2018.

2. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$ 40,803.51**

Account: 4000-407016-3571-759101-603051

St. Ambrose Housing Aid Center, Inc. will provide case management support services to four formerly homeless households. The period of the Agreement is February 1, 2017 through January 31, 2018.

The Agreement is late because of a delay in receiving contract approval from the Department of Law.

3. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$144,837.00**

Account: 4000-407016-3571-759110-603051

St. Ambrose Housing Aid Center, Inc. will provide rental assistance to nine formerly homeless households. The period of the Agreement is April 1, 2017 through March 31, 2018.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Mayor's Office of Human Services - cont'd

4. **THE WOMEN'S HOUSING COALITION, INC.** **\$862,016.50**

Account: 4000-407016-3573-759011-603051

The Women's Housing Coalition, Inc. will provide rental assistance and supportive services to 95 households comprised of homeless, very low income, physically and/or mentally (some dually diagnosed), challenged women. The period of the Agreement is May 1, 2017 through April 30, 2018.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Baltimore Development Corporation - Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Office Lease Agreement with Barbara A. Robinson, Tenant, for the rental of property known as Suite 200 D & E at the Business Center @ Park Circle located at 2901 Druid Park Drive. The period of Agreement is one year and ten-months with one additional 4-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$5,778.00	\$481.50

BACKGROUND/EXPLANATION:

Senator Barbara A. Robinson of the Maryland General Assembly, previously Ms. Robinson has been a tenant at the Business Center @ Park Circle since 2007. The space will be used for her 40th Senatorial Legislative District Office.

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.

AGENDA

BOARD OF ESTIMATES

03/29/2017

BDC - cont'd

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 said insurance policies.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Baltimore Development Corporation - Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Office Lease Agreement with the Baltimore Adolescent Treatment and Guidance Organization, Inc. (BATGO) Tenant, for the rental of 3,033 square feet of space for the property located at the Business Center @ Park Circle located at 2901 Druid Park Drive. The period of Agreement is five years with one additional 5-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$42,462.00	\$3,538.50

BACKGROUND/EXPLANATION:

The previous BATGO lease dated March 20, 2013 for Suites A201, A22, A1 & A3 with 2,877 square feet will be terminated upon approval of this new lease.

BATGO formerly known as Baltimore Academy and Trade Guilds, Inc. is a community based intervention treatment program for youth. BATGO has been a tenant since 2004 and is relocating to the first floor for better accessibility.

The base rent will increase annually at a rate of 4% in order to allow for any increases in building expenses.

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.

AGENDA

BOARD OF ESTIMATES

03/29/2017

BDC - cont'd

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 said insurance policies.

MBE/WBE PARTICIPATION:

N/A

(The Office Lease Agreement has 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:

16 - 40

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

03/29/2017

PERSONNEL

Circuit Court

1. a. Create the following Non-Civil Classification:

Classification: Office Support Specialist I
Job Code: 02419
Grade: 071 (\$26,221.00 - \$29,311.00)

b. Create the following Position:

From: Office Support Specialist I
Job Code: 02419
Grade: 071 (\$26,221.00 - \$29,311.00)
Position No.: To Be Determined

Cost: \$44,967.00 - 1001-000000-1100-109400-601001

2. a. Create the following Non-Civil Classification:

Classification: Administrative Analyst II
Job Code: 02420
Grade: 923 (\$58,300.00 - \$93,500.00)

b. Reclassify the following Vacant Civil Service Position to Non-Civil:

From: Administrative Analyst II
Job Code: 31312
Grade: 923 (\$58,300.00 - \$93,500.00)
Position No.: 1100-10288

To: Administrative Analyst II
Job Code: 02420
Grade: 923 (\$58,300.00 - \$93,500.00)

There are no costs associated with this action.

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Circuit Court - cont'd

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

Department of Communication Services/Municipal Post Office

3. Reclassify One Vacant Position:

From: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$27,929.00 - \$31,746.00)
Position No.: 1360-10200

To: Driver I
Job Code: 54437
Grade: 424 (\$29,371.00 - \$31,173.00)

Cost: \$1,442.00 - 2032-000000-1360-159100-601001

Department of Communication Services/Municipal Telephone Exchange

4. Reclassify Two Vacant Positions:

From: Telephone Operator II
Job Code: 33312
Grade: 080 (\$31,142.00 - \$36,634.00)
Position Nos.: 1330-10182, 1330-10178

To: Communications Assistant
Job Code: 33319
Grade: 081 (\$32,076.00 - \$38,001.00)

Cost: \$1,868.00 - 2039-000000-1330-158400-601001

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

03/29/2017

PERSONNEL

Department of Finance

5. Reclassify the following Two Filled Positions:

From: Senior Program Assessment Analyst
Job Code: 10183
Grade: 927 (\$62,000.00 - \$99,200.00)
Position Nos.: 7100-50476, 7100-49073

To: Principal Program Assessment Analyst
Job Code: 10140
Grade: 929 (\$65,900.00 - \$105,300.00)

Cost: \$22,157.00 - 1001-000000-7100-691400-601001

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

Department of General Services

6. Reclassify One Vacant Position:

From: Automotive Mechanic
Job Code: 52110
Grade: 434 (\$37,348.00 - \$42,182.00)
Position No.: 1890-19770

To: Building Maintenance Gen. Sup.
Job Code: 42222
Grade: 087 (\$39,701.00 - \$47,990.00)

Cost: \$2,458.00 - 2030-000000-1890-189400-601001

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Department of General Services - cont'd

7. Reclassify One Vacant Position:

From: Construction Mechanical Insp. I
Job Code: 42881
Grade: 085 (\$36,681.00 - \$44,199.00)
Position No.: 7340-50601

To: Construction Proj. Supervisor II
Job Code: 42222
Grade: 927 (\$62,000.00 - \$99,200.00)

Cost: \$56,438.00 - 1001-000000-7340-721700-601001

8. a. Create the following New Civil Service Classifications:

Classification: Holding Class I
Job Code: 91110
Grade: 085 (\$36,681.00 - \$44,199.00)

Classification: Holding Class II
Job Code: 91111
Grade: 090 (\$44,858.00 - \$54,520.00)

b. Reclassify the following Four Filled Positions:

From: Construction Building Inspector I
Job Code: 42261
Grade: 085 (\$36,681.00 - \$44,199.00)
Position No.: 7340-50603

To: Holding Class I
Job Code: 91110
Grade: 085 (\$36,681.00 - \$44,199.00)

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Department of General Services - cont'd

From: Construction Building Inspector II
Job Code: 42262
Grade: 090 (\$44,858.00 - \$54,520.00)
Position No.: 7340-20433

To: Holding Class II
Job Code: 91111
Grade: 090 (\$44,858.00 - \$54,250.00)

From: Construction Electrical Inspector II
Job Code: 42272
Grade: 090 (\$44,858.00 - \$54,520.00)
Position No.: 7340-20429

To: Holding Class II
Job Code: 91111
Grade: 090 (\$44,858.00 - \$54,520.00)

From: Construction Mechanical Inspector II
Job Code: 42282
Grade: 090 (\$44,858.00 - \$54,520.00)
Position No.: 7340-20437

To: Holding Class II
Job Code: 91111
Grade: 090 (\$44,858.00 - \$54,520.00)

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Department of General Services - cont'd

c. Reclassify the following Vacant Position:

From: Construction Electrical Inspector II
Job Code: 42272
Grade: 090 (\$44,858.00 - \$54,520.00)
Position No.: 7340-20429

To: Holding Class II
Job Code: 91111
Grade: 090 (\$44,858.00 - \$54,520.00)

There are no costs associated with this action.

The Department of Human Resources is creating two new classifications to use as temporary holding classes as placement holders for positions that will not be included in the upgrade of the Construction Building, Mechanical and Electrical Inspectors action for the Department of Housing and Community Development which appear as item no. 18 on pages 26-28.

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

9. **HOWARD P. BURGEE** \$37.90 **\$45,480.00**

Account: 2029-000000-1982-192500-601009

Mr. Burgee, retiree, will work as a Contract Services Specialist I (Building Project Coordinator/Small Project Coordinator).

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Hourly Rate

Amount

Department of General Services - cont'd

His duties will include, but are not limited to evaluating requests for and making recommendations on the repair, alteration and maintenance of City-owned buildings and grounds including internal utilities, reviewing contract drawings, plans and specifications, preparing cost estimates and determining length of time necessary to complete projects, inspecting the work of contractors to ensure compliance with plans and specifications, and conducting progress meetings and determine corrective action necessary to solve problems.

Mr. Burgee will also expedite the completion of contract work and recommend payment to contractors, maintain records and submit periodic status reports, inspect fire and storm damaged buildings for insurance estimates of damages and may oversee the work of maintenance personnel. The period of the agreement is effective upon Board approval for one year.

Health Department

10. Upgrade the following Classification:

Classification: Public Health Physician

Job Code: 10109

From Grade: 929 (\$65,900.00 - \$105,300.00)

To Grade: 942 (\$87,100.00 - \$143,600.00)

Cost: \$72,052.00 - 4000-422516-3030-271500-601001

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Hourly Rate

Amount

Health Department - cont'd

person and by telephone and assisting clients to complete applications for various assistant-related programs (Medicaid, Medicare, Food Stamps, Social Security, etc.).

Ms. Jackson will also receive referrals from other agencies and programs, assess identified needs and provide appropriate information and referral, and maintain daily log, and document information and referral work. The period of the agreement is effective upon Board approval through June 30, 2017.

14. **CHARLENE FITCH** \$19.57 **\$13,409.75**

Accounts: 4000-425517-3110-306700-601009 \$ 6,704.88
5000-532817-3023-273300-601009 \$ 6,704.87

Ms. Fitch will work as a Contract Services Specialist II (Long Term Care Ombudsman/Long Term Care Ombudsman Advocate). Her duties will include, but are not limited to traveling to nursing homes and assisted living facilities in Baltimore City, identifying, investigating, and resolving complaints on behalf of residents in long term care facilities, monitoring facilities as it relates to quality of care and resident rights, participating in resident and family council meetings.

She will also promote awareness of long term care issues and the Long Term Care Ombudsman Program, document accurately, and record case notes and details in the Ombudsman data system. The period of the agreement is effective upon Board approval through June 30, 2017.

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Hourly Rate

Amount

Health Department - cont'd

Department of Housing and Community Development (DHCD)

15.a. Create the following Civil Service Classification:

Classification: Permits and Records Technician I

Job Code: 33294

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

b. Reclassify the following two Vacant Positions:

From: Office Support Specialist II

Job Code: 33212

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

Positions Nos.: 15484, 48485

To: Permits and Records Technician I

Job Code: 33294

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

c. Reclassify the following nine Filled Positions:

From: Office Support Specialist III

Job Code: 33213

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

Position Nos.: 47613, 48263, 15078, 15081,
15085, 15313, 48264, 48338,
48486

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

DHCD - cont'd

To: Permits and Records Technician I
Job Code: 33294
Grade: 080 (\$31,142.00 - \$36,634.00)

Costs: \$31,790.88 - 1001-000000-2602-261000-601001
\$ 6,279.21 - 1001-000000-5833-412400-601001

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

16. Reclassify the following Vacant Position:

From: HR Generalist
Job Code: 33676
Grade: 088 (\$41,326.00 - \$50,069.00)
Position No.: 1773-14920

To: HR Generalist II
Job Code: 33677
Grade: 923 (\$58,300.00 - \$93,500.00)

Cost: \$9,637.65 - 1001-000000-1773-180000-601001

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

17. Upgrade the following six Civil Service Classifications:

Classification: Construction Building Inspector I
Job Code: 42261
From: 085 (\$36,681.00 - \$44,199.00)
To: 088 (\$41,326.00 - \$50,069.00)

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

DHCD - cont'd

Classification: Construction Building Inspector II
Job Code: 42262
From: 090 (\$44,858.00 - \$54,520.00)
To: 091 (\$46,787.00 - \$56,927.00)

Classification: Construction Electrical Inspector I
Job Code: 42271
From: 085 (\$36,681.00 - \$44,199.00)
To: 088 (\$41,326.00 - \$50,069.00)

Classification: Construction Electrical Inspector II
Job Code: 42272
From: 090 (\$44,858.00 - \$54,520.00)
To: 091 (\$46,787.00 - \$56,927.00)

Classification: Construction Mechanical Inspector I
Job Code: 42281
From: 085 (\$36,681.00 - \$44,199.00)
To: 088 (\$41,326.00 - \$50,069.00)

Classification: Construction Mechanical Inspector II
Job Code: 42282
From: 090 (\$44,858.00 - \$54,520.00)
To: 091 (\$46,787.00 - \$56,927.00)

Costs: \$194,406.30 - 1001-000000-2602-260700-601001
\$ 7,623.97 - 1001-000000-1776-179300-601001
\$ 2,642.85 - 1001-000000-5832-653400-601001
\$ 14,529.86 - 1001-000000-2602-619500-601001

\$ 7,623.37 - 2089-208917-5825-608463-601001
\$ 6,032.46 - 2089-208917-5825-179400-601001
\$ 6,032.46 - 2089-208917-5825-608400-601001

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

DHCD - cont'd

\$ 11,153.24 - 5000-594417-5971-439504-601001
\$ 3,110.39 - 5000-594017-5971-439543-601001
\$ 13,548.04 - 5000-594417-5971-771100-601001

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

Office of the Mayor

18. Reclassify the following filled Position:

From: Operations Manager II
Job Code: 00091
Grade: 942 (\$87,100.00 - \$143,600.00)
Position No.: 1250-16032

To: Operations Director II
Job Code: 00094
Grade: 969 (\$108,800.00 - \$179,600.00)

Cost: \$12,226.00 - 1001-000000-1250-775200-601001

19. Reclassify the following filled Position:

From: Executive Director IV
Job Code: 00098
Grade: 993 (\$142,300.00 - \$234,900.00)
Position No.: 1250-15961

To: Operations Director II
Job Code: 00094
Grade: 969 (\$108,800.00 - \$179,600.00)

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

03/29/2017

PERSONNEL

The Enoch Pratt Library

20.a. Create the following Non-Civil Service Classification:

Classification: Office Support Specialist III
Job Code: 00704
Grade: 078 (\$29,672.00 - \$34,218.00)

b. Reclassify the following nine Positions:

From: Data Entry Operator II Library
Job Code: 00604
Grade: 078 (\$29,672.00 - \$34,218.00)
Position Nos.: 4501-15851, 4501-15644, 4501-15642
4501-32864, 4501-34072, 4501-15913
4501-15791, 4501-15852, 4501-15792

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

To: Office Support Specialist III (NCS)
Job Code: 00704
Grade: 078(\$29,672.00 - \$34,218.00)

c. Abolish the following Classification:

Classification: Data Entry Operator II Library
Job Code: 00604
Grade: 078(\$29,672.00 - \$34,218.00)

Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
21. EDNA M. PRICE	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Price, retiree, will continue to work as a Contract Service Specialist I (Storekeeper I) for the Evidence Control

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Police Department - cont'd

Hourly Rate Amount

will serve as a liaison for the Criminal Investigation Division and Laboratory Section, provide lectures for Police Officer Trainee classes on the crime lab and CODIS, and process all MPIA requests for the Laboratory Section. This is the same salary as in the previous contract period. The period of the agreement is July 14, 2017 through July 13, 2018.

25. **SHONDA D. WILLIAMS** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Williams, retiree, will continue to work as a Contract Service Specialist I (Police Report Reviewer) for the Records Management Section. She will approve Part One offense reports in the Inpursuit database system and verify information from the Part One offense reports to ensure that the data coincides with the Inpursuit database. In addition, Ms. Williams will input and/or update data in the Inpursuit database and places approval after information is verified. This is the same salary as in the previous contract period. The period of the agreement is July 14, 2017 through July 13, 2018.

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

Account: 1001-000000-2042-198100-601009

Ms. Ruffin, retiree, will continue to work as a Contract Services Specialist I (Recruitment and Talent Acquisition Specialist I) for the Human Resources Section - Applicant Investigation Unit. She will conduct pre-employment investigations of sworn and civilian applicants, and conduct local, state, and national records and warrants checks. In addition, Ms. Ruffin will investigate references, conduct neighborhood canvasses, interview applicants, gather all vital documents and summarize into pre-employment files, and

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Police Department - cont'd

Hourly Rate

Amount

conduct background investigation processing for promotional candidates. This is the same salary as in the previous contract period. The period of the agreement is August 28, 2017 through August 27, 2018.

27. **DOUGLAS W. KERR** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Kerr, retiree, will continue to work as a Contract Services Specialist I (Storekeeper) in the Asset Management - Facilities Unit. He will be responsible the inventory and accountability of all Department equipment, maintaining the work order system, inventory control, material requisitions, solid waste disposal, and facility reservations. In addition, Mr. Kerr will identify and label all non-expendable property and enter it into the database. This is the same salary as in the previous contract period. The period of the agreement is August 28, 2017 through August 27, 2018.

28. **DAVID M. WERNER** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Werner, retiree, will continue to work as a Contract Services Specialist I (Police Information Technician) for the Central Records - Validation Unit. He will review original National Crime Information Center (NCIC) entries, police reports, and supporting documentation. In addition, Mr. Werner will contact the victims, complainants, court and any other appropriate source or individual for follow-up information. He will access local, state, and federal databases for additional information, update records on the local databases and the NCIC to reflect changes, and

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Police Department - cont'd

Hourly Rate

Amount

prepare police supplemental reports. This is the same salary as in the previous contract period. The period of the agreement is August 28, 2017 through August 27, 2018.

29. **DONALD F. KRAMER** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Kramer, retiree, will continue to work as a Contract Service Specialist I (Firearms Examiner) for the Professional Development and Training Academy, Firearms Training Unit. He will serve as a Glock Armorer, servicing and diagnosing issues related to this weapon system and serve as a Remington Armorer, servicing shotguns, including street and less lethal weapons. Mr. Kramer will possess Armorer certifications for the numerous specialty weapons used by the SWAT team, assist with any issues which may arise, detail strips and clean weapons which would typically require a trip to the Armory, stock the Armory at Gunpowder Range with thousands of dollars of tools and equipment, and possess the ability to make repairs to weapon systems on site saving, the Department on shipping and repair costs. This is the same salary as in the previous contract period. The period of the agreement is July 14, 2017 through July 13, 2018.

30. **LAWRENCE A. BANKS, SR.** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Banks, retiree, will continue to work as a Contract Service Specialist I (HR Generalist I) for the Human Resources Section - Applicant Investigation Section. He will conduct pre-employment investigations of sworn and civilian

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Police Department - cont'd

Hourly Rate Amount

applicants, conduct local, state, and national record/warrant checks, investigate references, perform neighborhood canvasses, interview applicants, gather vital information, and summarize the investigation into a pre-employment file. This is the same salary as in the previous contract period. The period of the agreement is July 21, 2017 through July 20, 2018.

On January 3, 1996, the Board of Estimates approved a waiver of the Administrative Manual Policy 212-1. This waiver allowed the Baltimore Police Department to hire retired police officers on a contractual basis.

Department of Public Works

31. Reclassify the following eight filled positions:

Position Nos. 23970, 23971, 23972, 23973, 49977, 49978, 49979, 49980

From: Classification: Customer Care Account Specialist
Adjuster I

Job Code: 34260
Grade: 082 (\$33,140.00- \$39,199.00)

To: Classification: Customer Care Analyst II
Job Code: 34264
Grade: 082 (\$33,140.00 - \$39,199.00)

There are no costs associated with this action.

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

03/29/2017

PERSONNEL

Department of Public Works - cont'd

32. Reclassify the following two filled positions:

From: Collections Representative II
Job Code: 34254
Grade: 082 (\$33,140.00 - \$39,199.00)
Position Nos.: 49992, 50003

To: Customer Care Analyst III
Job Code: 34265
Grade: 084 (\$35,564.00 - \$42,446.00)

Cost: \$19,218.00 - 2071-000000-5471-609100-601001

33. Reclassify the following eight filled positions:

From: Collections Representative I
Job Code: 34253
Grade: 080 (\$31,142.00 - \$36,634.00)
Position Nos.: 23962, 24023, 24026, 49976, 49984,
49986, 49990, 49994

To: Customer Care Analyst II
Job Code: 34264
Grade: 082 (\$33,140.00 - \$39,199.00)

Cost: \$24,328.00 - 2071-000000-5471-400500-601001

34. Reclassify the following filled position:

From: Customer Care Account Specialist
Adjuster II
Job Code: 34261
Grade: 084 (\$35,564.00 - \$42,446.00)
Position No.: 23969

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Department of Public Works - cont'd

To: Customer Care Analyst III
Job Code: 34254
Grade: 084 (\$35,564.00 - \$42,446.00)

There are no costs associated with this action.

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

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
35. NYDJA D. JOHNSON	\$32.00 per hour	\$4,992.00

Account: 6000-680517-4792-369500-601009

Ms. Johnson, non-retiree, will work as a Contract Service Specialist II (Ice Skating Coach) at the Dominic "Mimi" DiPietro, Inc. Rink. Her duties will include, but are not limited to figure skating instructions for the Learn to Skate Program and summer camp, including instruction on skills that are basic for the U.S. Figure Skating National Proficiency Tests, evaluating student performance, assisting students in planning an individual presentation to music, and providing skating instructions to all levels of the Adult Skating Seminar. The period of the agreement is effective upon Board approval for one year.

State's Attorney's Office

36. Create the following position:

Classification: Assistant State's Attorney
Job Code: 01962
Grade: 929 (\$65,900.00 - \$105,300.00)
Position Nos.: To be determined by BBMR

Costs: \$110,400.00 - 5000-501517-1150-118000-601001

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

State's Attorney's Office (SAO) - cont'd

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

	<u>Hourly Rate</u>	<u>Amount</u>
37. DWIGHT P. THOMAS	\$28.05	\$53,482.00

The period of the agreement is April 9, 2017 through April 8, 2018.

38. KELVIN SEWELL	\$32.86	\$62,661.00
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The period of the agreement is March 29, 2017 through March 28, 2018.

Account: 1001-000000-1150-118000-601009

Messrs. Thomas and Sewell, retirees, will each continue to work as a Contract Services Specialist I (Investigator, SAO Investigator). Messrs. Thomas and Sewell duties will include, but are not limited to investigating felony, domestic violence, and violent crime cases, locating and interviewing witnesses, and acting as a liaison with police agencies, researching the whereabouts of and locating parties relevant to prosecution of cases. They will provide location information to attorneys and forward it to the Warrant Apprehension Task Force so that arrests can be effected, communicate with witnesses and victims to provide case status and trial date information. Messrs. Thomas and Sewell will prepare subpoenas, ascertain and verifies respondents' legal identity through fingerprint identification and verify such documents as birth certificates, marriage licenses and divorce decrees, testify as to findings before the Grand Jury in presentation of cases for indictment and in Circuit Court trial, and document investigative activities and findings. This is a 2% increase in the hourly rate from the previous contact period.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

PERSONNEL

Department of Transportation

39. Classify the following two vacant positions:

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)
Position Nos.: 51463, 51464

To: Public Works Inspector II
Job Code: 42212
Grade: 087 (\$39,701.00 - \$47,990.00)

Costs: \$119,103.00 - 2020-000000-5480-395700-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
40. RICHARD CHEN	\$48.00 per hour	\$32,223.16

Account: 1001-000000-5033-384400-601009

Mr. Chen, retiree, will continue to work as a Contract Services Specialist I (Bridge Project Engineer/Special Bridge Engineer). His duties will include, but are not limited to reviewing, commenting, and approving the Developer's Agreements distributed by the Department of Public Works; reviewing, commenting and approving the Department of Transportation and the Department of Public Work's Contracts; reviewing, commenting, and approving the draft letters prepared for the Division Chief, the Director, and the Mayor. In addition, Mr. Chen will review, comment, and approve contract documents prepared by the consultants; work with the Law Department on issues pertaining to ownership of City bridges and other contested matters, and work with Construction Management for issues related to project con-

PERSONNEL

Dept. of Transportation - cont'd

struction. He will also review, comment and approve the consultants' cost proposal and sign off on the consultants' invoices, as well as work with Bridge Maintenance for emergency repairs; prepares CIPs for bridge projects and attend meetings with the State Highway Administration for all of the Federal-Aid Bridge Projects. 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.

The Department is requesting a waiver of the Administrative Manual 212-1, Part 1, to exceed the hourly rate according to the retiree's contractual agreement.

AGENDA

BOARD OF ESTIMATES

03/29/2017

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. Skyline Residential 2, LLP (Prior owner)	2041 E. Biddle St.	L/H	\$86,761.64

Funds will be drawn from account no. 9910-910634-9588-900000-704040.

On March 8, 2016, the Board approved acquisition of the Leasehold interest, by condemnation, in the property located at 2041 E. Biddle Street. The Board previously approved the fair market value in the amount of \$20,600.00, based upon the higher of two independent appraisal reports. The mortgage interest holder and the property owner contested the City's right to take the property at \$81,000.00. They also filed a counter-claim for reverse condemnation damages totaling \$225,000.00, a total demand of \$306,000.00. Negotiations failed and a jury trial was held. The City successfully argued both (1) the City's right to take the property and (2) to exclude testimony in the Defendant's \$225,000.00 counter-claim regarding \$120,000.00 in rehabilitation costs and a \$49,000.00 mortgage payoff. The jury returned a verdict awarding them \$24,200.00 for their counter-claim and determined the value of the property to be \$81,000.00. The total jury award is \$105,200.00 plus interest of \$2,161.64, which equals \$107,361.64. Thus, the Board is requested to approve an additional \$86,761.64 (i.e. the jury verdict of \$105,200.00, minus the original appraisal of \$20,600.00, plus \$2,164.64, the interest required under Maryland Real Property Code Annotated Section 12-1-6(C)). The total of \$107,361.64 will be deposited into the Circuit Court for Baltimore City Court Registry to satisfy the jury verdict.

AGENDA

BOARD OF ESTIMATES

03/29/2017

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Payment of Settlement - cont'd</u>			
<u>Department of Housing and Community Development (DHCD)</u>			

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$210,000.00	9910-922012-9587	9910-910634-9588
General Funds	Whole Block Demoli-	Whole Block Acq./
Revenue	tion - Reserve	Reloc.

This transfer will provide appropriations approved in the FY 2014 Ordinance of Estimates supporting the Whole Block Demolition Program.

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

DHCD - Condemnations

3. George W. Brown 2710 Fenwick Avenue F/S \$ 2,050.00

Funds will be transferred prior to settlement into account no. 9910-904326-9588-900000-704040, Fenwick CHM Project.

4. Myer D. Wise 2712 Fenwick Avenue L/H \$ 1,431.00

Funds will be transferred prior to settlement into account no. 9910-904326-9588-900000-704040, Fenwick CHM Project.

5. 819 North Curley 2714 Fenwick Avenue F/S \$ 2,050.00
LLC

Funds will be transferred prior to settlement into account no. 9910-904326-9588-900000-704040, Fenwick CHM Project.

TRANSFERS OF FUNDS

* * * * *

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

44 - 46

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

03/29/2017

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>		
1. \$ 500,000.00	9916-910084-9194	9916-904184-9197
1 st Parks &	Bromo Seltzer	Bromo Seltzer Tower
Public Facilities	Tower Façade	Façade Renovations -
Loan	Renovations -	Active
	Reserve	

This transfer will provide funds to the Department of General Services for renovations of the façade at the Bromo Seltzer Tower and all associated in-house costs. These renovations will include removal of neon sign framing, new roof installation, temporary weatherization, clock reinstallation, replacement clock glass, and improvements to the clock dials.

Baltimore Development Corporation

2. \$ 2,984.00	9910-904115-9600	9910-906835-9603
19 th EDF	Constr. Reserve	Westside Project
	Westside	Initiative
	Initiative	
582.90	9910-913990-9600	9910-921101-9601
23 rd EDF	Constr. Reserve	Commercial
	Commercial	Revitalization
	Revitalization	
12,150.00	9910-908040-9600	9910-903361-9601
24 th EDF	Constr. Reserve	Business Park
\$ 15,716.90	Business Park	Upgrades
	Maint./Upgrades	

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending February 28, 2017.

AGENDA

BOARD OF ESTIMATES

03/29/2017

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayor's Office of Information Technology (MOIT)</u>		
3. \$1,600,000.00 General Funds	9903-928008-9117 311 Citizen Ser- vice Request - Reserve	9903-930008-9116 311 Citizen Service Request Project - Active

The current 3-1-1 Customer Relationship Management (CRM) System continues to have increasing performance/support issues and significant inabilities to leverage citizen-preferred communications channels such as the web, mobile and social networks, along with a premium cost associated with keeping the old technology alive. As a result of a Request for Proposal issued by MOIT, this transfer will provide funds for a modern 3-1-1 CRM System that includes over 700 technical and functional requirements collected and vetted by City agencies.

Department of Housing and Community Development (DHCD)

4. \$ 650,000.00 19 th Economic Dev. Bonds	9910-926002-9608 Downtown Street scape Improv. Reserve	9910-915030-9607 Downtown Street- scape Improv.
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This transfer will provide funds for the construction of Downtown Streetscape Improvements to support rental apartments and the development of new retail space that includes outdoor dining. In conjunction with the Department of Transportation and the City Planning Department, the improvements include streetscape and right-of-way improvements for Baltimore Street, Redwood Street, Light Street, and Grant Street.

AGENDA

BOARD OF ESTIMATES

03/29/2017

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
5. \$ 745,000.00	9910-902985-9587	9910-909120-9588
M&CC Real Pro-	Housing Develop-	Hoen Building
perty Funds	ment	

These appropriations are being moved to the Hoen Building project to cover currently incurred, as well as upcoming costs associated with the project.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Real Estate/ - Lease Agreement Second Renewal
Health Department

ACTION REQUESTED OF B/E:

The Board is requested to approve the second renewal of the Lease Agreement with Leader Realty Company, Lessor, for the rental of the property known as 211 E. 25th Street, consisting of approximately 4,468 square feet. The period of the second renewal option is May 1, 2017 through April 30, 2018.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$62,998.66	\$5,249.89

Funds are available in account no. 5000-524017-3150-271300-603013 from May 1, 2017 through June 30, 2017 and in account no. 5000-524018-3150-271300-603013 from July 1, 2017 through April 30, 2018.

BACKGROUND/EXPLANATION:

On March 2, 2011, the Board approved the Lease Agreement for the period April 15, 2008 through April 30, 2011 with option to renew for a three-year period. On April 16, 2014, the Board approved the amendment to the Lease Agreement to extend the period of the Lease for two years, with three 1-year renewal options effective May 1, 2014 through April 30, 2016.

On March 16, 2016, the Board approved the first renewal option for the period May 1, 2016 through April 30, 2017. The second renewal option has been exercised for the period May 1, 2017 through April 30, 2018.

The property will be used by the Health Department as a field health service office.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

03/29/2017

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|---------|
| 1. BSN SPORTS, LLC | \$ 35,000.00 | Renewal |
| Contract No. B50003941, Exercise Equipment and Recreation Supplies - Dept. of Recreation & Parks - P.O. No. P530596 | | |

On March 25, 2015, the City Purchasing Agent approved the initial award in the amount of \$22,686.80. On September 03, 2015, the City Purchasing Agent approved an increase in the amount of \$11,341.40. On April 06, 2016, the Board approved the first renewal in the amount of \$35,000.00.

The Board is requested to approve the second renewal in the amount of \$35,000.00 to cover the period of March 18, 2017 through March 17, 2018. The renewal amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

- | | | |
|--|--------------|---------|
| 2. T.E.A.M. SERVICE | \$500,000.00 | Renewal |
| CORPORATION
Contract No. B50002739, Emergency Generators Installation, Maintenance and Repair - Departments of Public Works, General Services, Baltimore City Fire Department etc. - P.O. No. P522751 | | |

On February 13, 2013, the Board approved the initial award in the amount of \$240,750.00. On December 24, 2014, the Board approved an increase in the amount of \$850,000.00. On March 25, 2015, the Board approved an increase in the amount of \$300,000.00. On February 10, 2016, the Board approved the first renewal in the amount of \$700,000.00.

The Board is requested to approve the second renewal in the amount of \$500,000.00 to cover the period of March 02, 2017 through March 01, 2018. This is the second of two, one-year renewal options. The renewal amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

AGENDA

BOARD OF ESTIMATES

03/29/2017

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases

	<u>COMMITMENT</u>	<u>PERFORMED</u>	
MBE: Personal Electric, LLC	15%	\$19,569.56	12%
WBE: Oelmann Electric Supply Co., Inc.	5%	\$ 2,113.00*	1.25%

*The actual dollar amount spent with the WBE was \$11,683.20. However, credit is given for only \$2,113.00, which represents 25% of the WBE goal allowed for non-manufacturing suppliers. Per the contracting agency, the vendor has demonstrated good faith efforts toward achieving the goals and has committed to achieving the goals for the renewal.

MWBOO FOUND VENDOR IN COMPLIANCE.

- 3. OLD TOWN HOTEL GROUP, LLC
D/B/A HOLIDAY INN EXPRESS
CHARM CITY HOTELS, LLC
D/B/A SLEEP INN & SUITES
OHIB HOTEL LLC D/B/A
HOLIDAY-INN

\$150,000.00 Renewal

Contract No. 06000, Lodging for Housing Renovations - Dept. of Housing and Community Development - P.O. Nos. P535563, P535572, & P535574

On May 16, 2016, the Board approved the initial award in the amount of \$150,000.00.

The Board is requested to approve the first renewal in the amount of \$150,000.00 to cover the period of May 11, 2017 through March 10, 2018. This is the first of two, one-year

AGENDA

BOARD OF ESTIMATES

03/29/2017

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

renewal options. The renewal amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

MWBOO GRANTED A WAIVER.

4. BIG BOSS CONSTRUCTION LLC	\$ 0.00	
CITIROOF CORPORATION	250,000.00	
SIMPSON OF MARYLAND, INC.	400,000.00	
AUTUMN CONTRACTING, INC.	150,000.00	
	<u>\$800,000.00</u>	Increase

Contract No. B50003575, On-Call Roofing Services - Dept. of General Services - P.O. Nos. P529221, P529222, & P529224

On October 08, 2014, the Board approved the initial award in the amount of \$2,000,000.00. On May 11, 2016, the Board approved an increase in the amount of \$400,000.00.

The Board is requested to approve an increase in the amount of \$800,000.00. This increase is requested because of high usage and will make the total contract value \$3,200,000.00. The increase is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

MWBOO GRANTED A WAIVER.

5. 3M COMPANY	\$ 28,035.00	Low Bid
Contract No. B50004914, Electric Sign Making Film - Dept. of Transportation - Req. No. R754789		

6. SWARCO INDUSTRIES, INC.	\$ 29,374.20	Low Bid
Contract No. B50004915, Preformed Thermoplastic Pavement Markings - Dept. of Transportation - Req. No. R754764		

AGENDA

BOARD OF ESTIMATES

03/29/2017

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

7. AMERICAN TEST CENTER, INC.	\$ 38,000.00	Low Bid
Solicitation No. B50004929 - Annual and Five Year Certifications and Inspections for ladders Trucks - Department of General Services - Req. No. R756164		

Vendors were solicited by posting on CitiBuy. On March 8, 2017, the two bids received were opened. The period of the award is April 1, 2017 through March 31, 2018 with one 1-year renewal option. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. Award is below the MBE/WBE subcontracting threshold of \$50,000.00.

8. THE SHERMAN ENGINEERING COMPANY	\$ 35,000.00	Sole Source
Contract No. 08000 - Restock Vacuum Pumps - Department of Public Works, Water and Wastewater - Req. R754198		

The Sherman Engineering Company is the authorized distributor of Gardner Denver Nash products in the region. These Vacuum Pumps are required for compatibility with installed equipment at the Department of Public Works operating plants. This is a one-time procurement.

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.

AGENDA

BOARD OF ESTIMATES

03/29/2017

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor, and are not available from subcontractors. Additionally, this procurement is below the MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|--|--------------|---------|
| 9. NATIONAL SAFETY | | |
| SUPPLY, INC. | \$ 43,400.00 | Low Bid |
| Solicitation No. B50004904 - SWAT Long Distance Observer Systems - Baltimore City Police Department - Req. No. R754746 | | |

Vendors were solicited by posting on CitiBuy. On March 2, 2017, five bids were received and opened. The first and second lowest bidders offered an alternate item that did not meet the specifications. The award is recommended to be made to the third lowest bidder who was found responsive and responsible. This is a one-time procurement.

MBE/WBE PARTICIPATION:

Not applicable. Award is below MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|--|--------------|---------|
| 10. ARMS UNLIMITED | \$ 43,676.80 | Low Bid |
| Solicitation No. B50004903 - SWAT L-3 BNVD Night Vision Kits - Baltimore City Police Department - Req. No. R753823 | | |

Vendors were solicited by posting on CitiBuy. On March 2, 2017, ten bids were received and opened. The first and second lowest bidders offered an alternate item that did not meet the specifications. The award is recommended to the lowest responsive and responsible bidder. This is a one-time procurement.

AGENDA

BOARD OF ESTIMATES

03/29/2017

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MBE/WBE PARTICIPATION:

Not applicable. Award is below MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|---|---------------------|------------------------|
| 11. <u>TRIONFO BUILDERS, INC.</u> | <u>\$673,000.00</u> | <u>Selected Source</u> |
| <u>Solicitation No. 06000 - Emergency Stabilization of PS 103 Henry Highland Garnet School - Department of Housing and Community Development - Req. No. R756954</u> | | |

The vendor worked on the stabilization of this historic building in 2008, prior to a large fire this past year that caused substantial damage. Stabilization is urgently required to make the site safe, to stop the continuing deterioration, and to allow for future development. The vendor is familiar with the property and the complexity involved in stabilizing historically designated buildings. The PS 103 Henry Highland Garnet School is significant to the nation for its role in the education of Thurgood Marshall. The PS 103 Commission, with assistance from the Baltimore National Heritage Area, began working toward the development of an interpretive facility that could contribute to education and heritage tourism in the City. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Goals are not applicable, as this is an emergency procurement. However, the vendor has made a commitment to use New Century Construction, Inc. a Baltimore City certified MBE/WBE for roofing services.

AGENDA

BOARD OF ESTIMATES

03/29/2017

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

12. OFFICIAL PAYMENTS	\$ 0.00	Amendment to Agreement
CORPORATION Contract No. 06000 - Payment Gateway Services - Department of Finance - P.O. No. P528600		

The Board is requested to approve and authorize execution of an Amendment to Agreement with Official Payments Corporation. The period of the Amendment to Agreement is through September 30, 2018 with four 2-year renewal options.

The Bureau of Revenue Collections has engaged Official Payments Corporation to provide confidential and proprietary software licenses and services to allow for electronic bill payment services to the City for a suite of services including, internet, phone, credit card, debit card, etc. for payment and transfer of funds for various fees and other obligations.

This amendment replaces the current fee schedule with an updated schedule that reflects more accurately current usage patterns at no overall increase projected for the City.

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

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/29/2017

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

13. AIRGAS, USA	\$ 0.00	Assignment
LLC		Agreement
Contract No. B50002343 - Liquid Oxygen - Department of Public Works, Water and Wastewater Patapsco - P.O. No. P520756		

The Board is requested to approve and authorize execution of an Assignment Agreement with Airgas, USA LLC.

On June 27, 2012, the Board approved an award of Contract B500002343 to Air Liquide Industrial U.S. LP. Airgas, USA LLC has acquired the rights, title, and interest in Air Liquide Industrial U.S. LP and is requesting assignment of Contract B500002343.

MBE/WBE PARTICIPATION:

Not applicable.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

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.	824 E. Fort Avenue	Harry V. Nguyen	Single face electric sign 8' x 2'
	Flat Charge:	\$ 254.40	
2.	111 Water Street	The Morris Weinman Company, Inc.	One 2yd dumpster 6.5' x 3.5'
	Annual Charge:	\$ 318.50	
3.	500 Park Avenue	500 Park Avenue, LLC	Single face electric sign 20.3 sq. ft.
	Flat Charge:	\$ 426.30	
4.	3232 Eastern Avenue	Highland Haus, LLC	Double face electric sign 100 sq. ft.
	Flat Charge:	\$1,590.00	
5.	145 Ostend Street	Stadium Square III, LLC	One canopy 21.62' x 4.3' One single face electric sign 16.214 sq. ft.
	Annual Charge:	\$ 518.10	

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Lease Agreement for Alley Gating

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement for Alley Gating with the Historic East Baltimore Community Action Coalition (HEBCAC), Inc. The period of the Lease Agreement is effective upon Board approval for five years with the option to renew for four additional five-year terms.

AMOUNT OF MONEY AND SOURCE:

HEBCAC will be solely responsible for all costs and fees for this project.

BACKGROUND/EXPLANATION:

This Lease Agreement is for an Alley Gating Project with HEBCAC for AG No. 162, Block 1592. HEBCAC wishes to gate certain alleys in Block 1592 in order to safeguard its property. A public hearing was held after the required notice was posted. After the conclusion of the hearing, the application was approved.

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

03/29/2017

Department of Transportation (DOT) - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	THE MARYLAND INSTITUTE	1471	\$ 78,689.00

The Maryland Institute would like to install water, conduit, street lighting, storm drain, sanitary sewer, and streetscape improvements to its proposed construction located at 100-116 Dolphin Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

An Irrevocable Standby Letter of Credit in the amount of \$78,689.00 has been issued to the Maryland Institute which assumes 100% of the financial responsibility.

2.	LAWRENCE AND FORT, LLC	1361-A	\$433,383.00
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Lawrence and Fort, LLC would like to install water, conduit, street lighting, storm drain, sanitary sewer, and streetscape improvements to its proposed construction located at 1430-1444 Lawrence Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$433,383.00 has been issued to Lawrence and Fort, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to Manuel Luis Construction Company, Inc. for TR 15001, Reconstruction of Footways Citywide.

AMOUNT OF MONEY AND SOURCE:

\$ 58,649.27 - 9950-904461-9504-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR 15001 was substantially completed and all punch list items complete as of June 29, 2016. Subsequently, Manuel Luis Construction Company, Inc. has requested a partial release of retainage in the amount of \$58,649.27. The City holds \$60,649.27 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

MBE/WBE PARTICIPATION:

Manuel Luis Construction Company, Inc. has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Agreement for the Partial Release of Retainage has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with 300 St. Paul Place Associates, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$11,789.23 (Revenue) - 9950-906082-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the Scope of Work for 300 Saint Paul Place (Ward 4, Section 01, Block 0603, Lot: 001) constructing interior renovation of an existing building from office use (192,000 sq. ft. total) to residential apartments with 173 units (192,000 sq. ft. total). The Developer agrees to make a one-time contribution in the amount of \$11,789.23 to fund the City's multimodal transportation improvements in the development's vicinity.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$21,840.00 - 9950-917089-9512-000000-490375
(Revenue)

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the Scope of Work for the 6000 Holabird Building A182 (Ward 26, Section 010, Block 6871C, Lot: 001) at 6000 Holabird Avenue constructing a warehouse with a total of 182,000 sq. ft. The Developer agrees to make a one-time contribution in the amount of \$21,840.00 to fund the City's multimodal transportation improvements in the development's vicinity.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Traffic Impact Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Impact Study Agreement with Blue Ocean Realty, LLC, Developer. The agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

(\$20,952.52) - The anticipated cost of the Traffic Impact Study was covered under Project No. 1209, On-Call Traffic Engineering Services, Task No. 9 with Sabra, Wang & Associates, Inc.

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required. This agreement is necessary to perform a traffic impact analysis for 1190 W. Northern Parkway Apartments located at 1190 W. Northern Parkway. The Developer has applied or intends to apply for a building permit in Baltimore City to perform the scope of work including a new apartment building with 140 units and 200,000 square feet of development. The Traffic Impact Study assesses the development and its relative traffic impacts.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Maryland Department of Transportation (MDOT). The period of the Grant Agreement is effective upon Board approval and will terminate when all payments of the Grant have been made or on December 31, 2018, whichever is sooner.

AMOUNT OF MONEY AND SOURCE:

\$99,600.00 - 9950-905182-9527-000000-490358

BACKGROUND/EXPLANATION:

The Maryland Bikeways Program was established and approved by the General Assembly to provide state transportation funding to support and expedite projects that improve bicycle transportation in the State.

The Maryland Department of Transportation has granted \$99,600.00 to the Department of Transportation for the Melrose Avenue Bike Boulevard between Bellona Avenue and Roland Avenue, including construction of a 5-foot sidewalk and repaving of the block between Roland Avenue and the West Melrose Avenue pedestrian/bicycle bridge; and improved crossing of Melrose Avenue at North Charles Street in Baltimore, Maryland.

The project will enhance bicyclist safety and access, promote biking and walking in the neighborhood, and connect to Bryn Mawr School and Long Green (Hospital) Center. The project's scope of work will include, but is not limited to preparation of draft and final design plans, public involvement in finalizing design plans, submittal of draft design plans to MDOT for review and comment, installation of a bicycle boulevard, signage and sharrows along Melrose Avenue between Bellona Avenue and Roland Avenue. The scope of work will also include construction of a 5-foot sidewalk and repaving on the block between Roland Avenue and the West Melrose Avenue pedestrian/bicycle bridge, installation of a crossing treatment on Melrose Avenue at North

AGENDA

BOARD OF ESTIMATES

03/29/2017

Dept. of Transportation - cont'd

Charles Street, preparation of quarterly status reports, as requested by the Department, and monitoring and supervising the compliance of all provisions in this agreement.

MBE/WBE PARTICIPATION:

This Grant Agreement is to establish the frame work for roles and responsibilities for the subject project and the future procurement. As a result, the outlined funding above will be considered for minority participation.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Southeastern Emergency Equipment.

AMOUNT OF MONEY AND SOURCE:

\$13,688.20 - 1001-000000-5013-194200-604009

BACKGROUND/EXPLANATION:

The Department of Transportation is requesting to pay Southeastern Emergency Equipment for a duplicate order of tents. Southeastern Emergency Equipment had sent a duplicate order of tents on Purchase Order P536463 and before the Special Events and Street Vendors Section noticed, it had used the tents for some other events. This is the final payment. The Purchase Order had been closed out since September 2016. The Department is requesting payment to the vendor for the order of tents that were kept and used. This is the final payment.

The request is late because it was inadvertently sent to the incorrect contact person.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/29/2017

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 with Hazen & Sawyer, PC under Project 1212, Program Management Services for Water Utilities Program. The current expiration date is September 9, 2017. This Amendment No. 2 will extend the period of the agreement through September 8, 2018.

AMOUNT OF MONEY AND SOURCE:

\$ 292,300.00	-	9960-911613-9557-900020-703032
305,500.00	-	9960-908604-9557-900020-703032
345,500.00	-	9960-909614-9557-900020-703032
<u>561,409.30</u>	-	<u>9960-905668-9557-900020-703032</u>
\$1,504,709.30		

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting a one-year time extension and additional funds to Hazen & Sawyer, PC under Project 1212 for providing staff augmentation to work with City staff for the AMI/AMR Urgent Need program and the water main rehabilitation program.

The services include, field inspections for AMI/R contracts for both small and large meters, in-house design specifications, cost estimating, preparation of contract drawings, design reviews coordination with the City meter shop for RU work, etc. These services are necessary due to the need for augmenting the City staff, as a number of trained City staff have left City service.

The scope of the project includes program management/staff augmentation services to consist of program oversight, program controls, staff augmentation for the WEO, status reporting and monthly meetings, document management, community outreach support, interagency coordination, planning phase management services, design phase management services, design review, management of A/E consultants, permitting assistance, limited construction phase management support, and post-award services for the AMI/R Urgent Needs contracts.

AGENDA

BOARD OF ESTIMATES

03/29/2017

DPW/OE&C - cont'd

MBE/WBE PARTICIPATION:

The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and WBE 9% goals established in the original agreement.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Public Works/ - Partial Release of
Office of Engineering & Retainage Agreement
Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to Enterprise Electric Company for Sanitary Contract No. 924, Arch Flash Hazard Improvement at the Patapsco Wastewater Treatment Plant.

AMOUNT OF MONEY AND SOURCE:

\$ 44,976.70 - 9956-905334-9551-000000-200001

BACKGROUND/EXPLANATION:

All work on Sanitary Contract No. 924 was completed as of August 07, 2016. Subsequently, Enterprise Electric Company has requested a partial release of retainage in the amount of \$44,976.70. The City holds \$49,973.70 in retainage. The remaining \$4,997.00 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Public Works/Office - Amendment No. 2
of Engineering and Construction for Project 1303

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 for Project 1303, On-Call Project and Construction Management Assistance with Arcadis U.S., Inc. The Amendment No. 2 will extend the period of the agreement through April 30, 2018, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual project. No funds are required at this time.

BACKGROUND/EXPLANATION:

The original agreement in the amount of \$9,000,000.00 was for the period May 1, 2013 through April 30, 2016. On May 4, 2016, the Board approved Amendment No. 1 extending the agreement for one year through April 30, 2017. There is currently \$150,330.31 remaining in funds that have not been assigned in tasks.

Amendment No. 2 will allow the Department to assign more tasks to Arcadis U.S., Inc. to continue to provide On-Call Project and Construction Management Assistance for upcoming and ongoing construction projects for an additional year without an increase in the agreement upset limit. Arcadis U.S., Inc. has committed to meet the terms and conditions established in the original agreement.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Public Works/Office - cont'd
of Engineering and Construction

The services to be provided include, but are not limited to assisting the City Construction Management Division with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, and review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, and construction contract administrative support. Depending on the nature of other work and City staff requirements, personnel representing the selected firm will be available on an as needed basis.

MBE/WBE PARTICIPATION:

Arcadis U.S., Inc. will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 27% and WBE: 10%.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

(The Amendment No. 2 for Project 1303 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Public Works/Office - Amendment No. 1
of Engineering and Construction for Project 1406

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 for Project 1406, On-Call Project and Construction Management Assistance Services with Hazen & Sawyer, PC. The Amendment No. 1 for Project 1406 extends the period of the agreement through June 3, 2018 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual project. No funds are required at this time.

BACKGROUND/EXPLANATION:

On June 04, 2014, the Board approved the original agreement with Hazen & Sawyer, PC for On-Call Consultant Services for the Department of Public Works/Bureau of Water & Wastewater which expires on June 03, 2017. The Department is requesting a no-cost time extension for one year through June 03, 2018.

The original scope of services to be provided per the agreement may include, but not limited to, assisting the City Construction Management Division (CMD) with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review and processing of the contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, construction contract administration, and MBE/WBE and wage regulation compliance reporting.

Currently, the Consultant has 18 tasks providing inspection and Construction Management Assistance Services on several Department of Public Works projects. This Amendment No. 1 will allow the Consultant to continue services on these projects without any disruption in services. The time extension will also allow the projects to continue with the existing staff.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Public Works/Office - cont'd
of Engineering and Construction

MBE/WBE PARTICIPATION:

The vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 27% and WBE: 9%.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW EACH TASK ASSIGNMENT.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and Related Audit Digest:

1. Performance Audit Report Department of Human Resources for the period July 1, 2013 through June 30, 2015.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Communication Services - Amendment to
Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to the Consultant Agreement with The Battles Group, LLC. The Board is also requested to approve and authorize payment by Expenditure Authorization. The Amendment to the Consultant Agreement extends the period of the Consultant Agreement through March 2018.

AMOUNT OF MONEY AND SOURCE:

\$99,750.00 - 2039-000000-1330-158400-603018
(Estimated Charge)

BACKGROUND/EXPLANATION:

On March 25, 2015, the Board approved the Consultant Agreement with The Battles Group, LLC, in the amount of \$204,750.00, for 2 years upon completion of all project phases, whichever comes latest, but in no case longer than 3 years.

The Battles Group, LLC will assist the Department of Communication Services, Municipal Telephone Exchange, the Mayor's Office of Information Technology, and the City in providing telecommunication consulting services for upgrading the City-wide legacy telephone systems to VoIP.

The Amendment to the Consultant Agreement will increase the amount of the Consultant Agreement by \$99,750.00 and extends the period of the Consultant Agreement through March 2018.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

(The Amendment to the Consultant 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 contract
listed on the following page:

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- | | | | | |
|----|-----------------------------------|----------------|----|------------|
| 1. | B50004849, Phosphoric
Acid-15% | Chemrite, Inc. | \$ | 100,000.00 |
|----|-----------------------------------|----------------|----|------------|

(Dept. of Public Works/Water & Wastewater)

MWBOO GRANTED A WAIVER

AGENDA

BOARD OF ESTIMATES

03/29/2017

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreement with Baltimore Neighborhoods, Inc. The period of the agreement is October 1, 2016 through September 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$53,610.00 - 2089-208917-5930-435984-603051

BACKGROUND/EXPLANATION:

The CDBG Agreement will provide funding to subsidize Baltimore Neighborhoods, Inc. (BNI) operating expenses. The organization will continue working toward the maintenance of an open housing market, the improvement of tenant/landlord relations and the promotion of affirmative fair housing practices in the sale and rental of housing. The BNI will also provide outreach and education to inform the public about tenant/landlord issues, fair housing statutes and other civil rights concerns and will refer complaints to the Maryland Commission of Human Relations and monitor their response to complaints.

FOR FY 2017, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$16,400.00.

MBE: \$ 4,428.00

WBE: \$ 1,640.00

On May 4, 2016, 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 2016 Annual Action Plan for the following formula programs:

AGENDA

BOARD OF ESTIMATES

03/29/2017

Department of Housing and - cont'd
Community Development

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 effective July 1, 2016 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Health Department - TRANSFER OF LIFE-TO-DATE SICK
LEAVE WAIVER OF MAXIMUM DAYS

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Ebony Alderman-McCauley.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

Juliet Saunders	1
Joan M. Johnson	3
Dana Senior	3
Gloria Bolodeoku	5
Angelisa Morton	5
Komisha McCullum	5
Total:	22

Ms. Alderman-McCauley is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All her leave has been used. These transfers will allow Ms. Alderman-McCauley to remain in pay status.

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Health Department - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a License Agreement with Aids Action Baltimore, Inc. The period of the agreement is April 1, 2017 - March 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$3,300.00 - 6000-633017-3024-295900-406001

BACKGROUND/EXPLANATION:

The License Agreement will allow the Aids Action Baltimore, Inc. to use the Mason F. Lord Room at the Waxter Senior Center for programmatic meetings on the first and last Wednesday evenings from 6:00 - 8:00 p.m.

The Arts and Crafts Room at the Waxter Senior Center will be used on the following Wednesdays: May 10, July 12, September 13, October 18 and November 15, 2017 for Art Therapy.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Health Department - Agreements

The Board is requested to approve and authorize execution of the various Agreements. The period of the agreement is July 1, 2016 through June 30, 2017.

1. **SOLID ROCK HEALTH EDUCATORS, LLC** **\$60,500.00**

The agreement is late because revisions delayed processing.

2. **OLUBUKOLA AKINYELE, R.N.** **\$60,500.00**

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

Account: 4000-426217-3110-306800-603018

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Community First Choice (CFC) and the Community Personal Assistance Services (CPAS), formerly known as Maryland Medical Assistance Personal Program. The CFC and the CPAS will provide services and support to enable older adults and people with disabilities to live in their homes.

The Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Nurse Monitors who will supervise the provision of services to eligible recipients.

The Nurse Monitor will exercise independent professional judgment and carry professional liability insurance. Each Nurse Monitor will be an independent contractor and not an employee of the City.

The Nurse Monitor will be responsible for providing oversight and quality monitoring of the participant health status and the outcomes of personal assistance for the CFC and the CPAS participants. They will make home visits, maintain clinical records, and utilize the Long Term Support Maryland Tracking System, as required.

AGENDA

BOARD OF ESTIMATES

03/29/2017

Health Department - cont'd

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Bureau of the Budget and - Grant Award - Appropriation
Management Research (BBMR) Adjustment Order No. 57

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award to the Baltimore City Police Department, Service 642 (Crime Laboratory) from the Governor's Office of Crime Control and Prevention. The period of the Grant Award is January 1, 2017 through October 31, 2017.

AMOUNT OF MONEY AND SOURCE:

\$27,300.00 - These funds are from the Governor's Office of Crime Control and Prevention. The appropriation will be placed in a State grant fund, detailed fund 588917.

No appropriation adjustment action is required by the Board of Estimates.

BACKGROUND/EXPLANATION:

This award for forensic enhancements assists in developing and implementing strategies specifically intended to increase efficiency in the Police Department's Crime Laboratory. The grant funds will be used to purchase various pieces of equipment designed to increase productivity in the Crime Laboratory.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

Bureau of the Budget and Management Research (BBMR) - Grant Award and Appropriation Adjustment Order No. 56

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Foundation to Promote Open Society (FPOS). The period of the grant Award is November 1, 2016 through October 31, 2017.

The Board is further requested to approve the Appropriation Adjustment Order No. 56 (AAO) to transfer unallocated federal funds within the Police Department from Service 626 (Homeland Security - Intelligence) to Service 621 (Administration).

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - From: 4000-400017-2023
Unallocated Federal funds

To: 6000-616617-2014
Administration

BACKGROUND/EXPLANATION:

The purpose of this grant award is to hire and train staff needed to achieve the mandates from the U.S. Department of Justice Consent Decree and bring about equitable policing in Baltimore City. The grant will be expended according to the project proposal and budget approved by the FPOS

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

03/29/2017

PROPOSALS AND SPECIFICATIONS

1. Department of Public Works - WC 1345-AR, Repaving Utility Cuts and Sidewalk Restoration at Various Locations
BIDS TO BE RECV'D: 4/12/2017
BIDS TO BE OPENED: 4/12/2017

2. Department of Public Works - SC 953, Sanitary Sewer Collection System Improvements in the Level Sewershed
BIDS TO BE RECV'D: 4/26/2017
BIDS TO BE OPENED: 4/26/2017

3. Department of Transportation - TR 17015, Resurfacing Highway at Various Locations, Northeast, Sector - I
BIDS TO BE RECV'D: 4/26/2017
BIDS TO BE OPENED: 4/26/2017

4. Department of Transportation - TR 17016, Resurfacing Highways at Various Locations, Northwest, Sector - II
BIDS TO BE RECV'D: 4/26/2017
BIDS TO BE OPENED: 4/26/2017

5. Department of Transportation - TR 17017, Resurfacing Highways at Various Locations, Southwest, Sector - III
BIDS TO BE RECV'D: 4/26/2017
BIDS TO BE OPENED: 4/26/2017

6. Department of Transportation - TR 17018, Resurfacing Highways at Various Locations, Southeast Sector - IV
BIDS TO BE RECV'D: 4/26/2017
BIDS TO BE OPENED: 4/26/2017

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED