

NOTICE:

On March 20, 2019, the Board of Estimates adopted the Regulations on Procurement, Protests, Minority and Women-owned Business Enterprise and Debarment/Suspension (Regulations) effective July 1, 2019. Pursuant to Section II. Protest Regulations:

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.
- b. Protests.
 1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or by an alternative date and time specified in the agenda for the next scheduled meeting.
 2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
 3. The written protest shall include:
 - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
 - b. A narrative description of the issues and facts supporting the protest; and
 - c. A description as to how the protestant will be harmed by the proposed Board action.
 - d. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.

c. Procurement Lobbyist

1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c) must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

d. Required Posting

The full provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's web site and the Secretary to the Board's web site.

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

BOARD OF ESTIMATES' AGENDA - SEPTEMBER 25, 2019

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Badger Daylighting Corp.	\$	941,760,000.00
Michels Corporation		\$1,729,010,000,000.00

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:

Gaudreau, Inc.	Architect
Mott MacDonald, LLC	Engineer

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Communication Services - Member Participation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Member Participation Agreement with Verizon Business Network Services, Inc. on behalf of MCI Communications Services, Inc. d/b/a Verizon Business Services. The period of the agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

No additional cost. (The cost of services were projected in the Centrex contract with Verizon.)

Account: 2039-000000-1330-158400-603084

BACKGROUND/EXPLANATION:

On April 1, 2009, the City entered into a MiCTA Participation Agreement with Verizon with subsequent amendments. This agreement sets new and negotiated discounted rates for services such as Voice over IP, Internet dedicated, Private IP, Access Services, customer premises equipment and Managed WAN on behalf of the Housing Authority, Police Department, Municipal Telephone Exchange and the Department of Public Works.

As a result of the merger between MCI Communication Services, Inc. (MCI) and Verizon, some services and or upgrades to services, which were in the past provided under the City's contract with Verizon for Centrex, now must be procured through Verizon on behalf of MCI.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with the Baltimore City Law Department, Tenant, for 4,092 total rentable square feet of floor area (Premises) on the Mezzanine Level of an office building, at 7 East Redwood Street in Baltimore City, Maryland. The period of the Lease Agreement is July 1, 2019 through June 30, 2024.

AMOUNT OF MONEY AND SOURCE:

<u>Monthly Rent</u>	<u>Annual</u>	<u>Year</u>
\$2,557.50	\$30,690.50	July 1, 2019 - June 30, 2020
\$2,634.27	\$31,611.24	July 1, 2020 - June 30, 2021
\$2,713.30	\$32,559.60	July 1, 2021 - June 30, 2022
\$2,794.70	\$33,536.40	July 1, 2022 - June 30, 2023
\$2,878.54	\$34,542.48	July 1, 2023 - June 30, 2024

BACKGROUND/EXPLANATION:

The Law Department will use the premises for storage of files and work space and for no other purpose.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Fire and Police Employees' - Subscription Agreement
Retirement System

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Fire and Police Employees' Retirement System (F&P) to approve a Subscription Agreement for its investment in Brookfield Capital Partners V, L.P., a Cayman Islands Exempted Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

\$15,000,000.00 - approximately of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The F&P Board of Trustees conducted a search for a value-added real estate investment manager and, as a result of that search, selected Brookfield Asset Management, Inc. to accept an initial investment of \$15,000,000.00 to be placed with Brookfield Capital Partners V, L.P. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, New England Pension Consulting.

MWBOO GRANTED A WAIVER.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with HDMONA Properties, LLC, Developer, for the sale of the City-owned property located at 1822 W. Fayette Street.

AMOUNT OF MONEY AND SOURCE:

\$9,000.00

BACKGROUND/EXPLANATION:

The property is a 3-story dwelling that has been boarded and vacant for quite a while and requires work. The Developer proposes to rehab the dwelling into two residential units and lease at market rate.

The City is authorized to dispose of the property by Article 28, Subtitle 8 of the Baltimore City Code. It was journalized and approved for sale on December 6, 2012.

The purchase of the property will be through private funds.

Pursuant to the provisions under Baltimore City Code, Article 28, 8-3, I have approved all terms and conditions of this agreement.

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

Pursuant to the Appraisal Policy of Baltimore City the Waiver Valuation Process was used and the Department determined the property located at 1822 W. Fayette Street to be valued at \$18,300.00. The property is being sold for \$9,000.00.

The property will be sold below the Waiver valuation price for the following reasons:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

- the sale will provide stabilization to the immediate area,
- eliminate blight, and
- generate real estate and other taxes.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the Lien Release of the property located at 1300 Hollins Street.

AMOUNT OF MONEY AND SOURCE:

\$74,848.33 - lien release

BACKGROUND/EXPLANATION:

This is a request for release of liens pursuant to the Annotated Code of Maryland, Tax Property 14-806, which gives the Board the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements of the lien release law.

The property is a vacant building and the liens of \$88,084.05 exceed its appraised value of \$6,500.00. The buyer/developer is SG Group, LLC/G. Gar Roberts, Authorized Member, will rehab the building as a multi-family rental unit at market rate. The property will be returned to productive use within a reasonable time, thus eliminate blighting conditions and returning it to the tax rolls of Baltimore City. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

At the settlement, the transferee will pay the City the amount of \$13,235.72, which is the combination of the flat tax and water charges and is more than the appraised value (\$6,500.00) of the property. The amount paid will be applied to satisfy the water bill, real estate taxes and flat tax first, then any other liens, including a purchase money mortgage that have accrued prior to the date of this lien release.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Housing and - cont'd
Community Development

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the transferee to pay prior to settlement.

Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$13,235.72 within 120 days from the date of approval by the Board will void this release.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Housing and - Community Development Block Grant
Community Development Agreements

The Board is requested to approve and authorize execution of the various Community Development Block Grant Agreements. The period of the agreement is July 1, 2019 through June 30, 2020, unless otherwise indicated.

1. **ACTION IN MATURITY, INC.** **\$ 35,000.00**
(AIM)

Account: 2089-208920-5930-709327-603051

Under this agreement, the funds will be utilized to subsidize AIM's operating costs. AIM will provide transportation services, information and social services assistance to seniors and disabled non-elderly persons residing in HABC-mixed population housing developments and HUD-subsidized senior apartment communities to support their ability to live independently.

2. **MOVEABLE FEAST, INC.** **\$ 50,000.00**

Account: 2089-208919-5930-255034-603051

Under this agreement, the funds will be utilized to subsidize the operating costs of the Culinary Arts Training program. The Subgrantee will provide education, career-training and placement for unemployed and under-employed persons that reside in Baltimore City. Upon completion, the Subgrantee will assist with job placements, retention and support services for one year.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$11,182.00.

MBE: \$3,019.14

WBE: \$1,118.20

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

3. JUBILEE BALTIMORE, INC. \$ 50,000.00

Accounts: 2089-208919-5930-436466-603051 \$ 25,000.00

2089-208919-5930-436462-603051 \$ 25,000.00

Jubilee Baltimore, Inc. will utilize the funds to subsidize the operating costs directly related to the historic preservation of a commercial property located at 19-21 E. North Avenue. The Subgrantee will also assist low and moderate-income, long-term, owner occupant residents of the Greenmount West community in obtaining financial assistance for façade improvements and home repairs. The period of the agreement is January 1, 2019 through December 31, 2019.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER ON MARCH 22, 2019.

4. BALTIMORE OFFICE OF PROMOTION AND THE ARTS, INC. (BOPA) \$ 66,000.00

Account: 9998-916339-9593-900000-706047

The funds will be utilized to support the Baltimore Community Arts program (BCAP). The BCAP works with artists and neighborhood groups to abate graffiti, revitalize blighted areas, beautify the streetscape and procure local artists. The art forms are created by professional artists in collaboration with neighborhood residents in a variety of mediums and placed on properties located in low- and moderate-income neighborhoods that are primarily residential. These murals will be produced under the agreement. The period of the agreement is January 1, 2019 through December 31, 2019.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER ON JANUARY 30, 2019.

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

5. **DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION, INC.** **\$100,000.00**

Account: 9997-904555-9593-900000-706047

The funds will be utilized for the development of a community pocket park located at 527 Gold Street. Gold Street Park will provide residents with meditative space, a children's natural play area, rain garden and a community gathering space. The period of the agreement is effective upon Board approval for six-months.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$220,700.00.

MBE: \$59,589.00

WBE: \$22,070.00

MWBOO GRANTED A WAIVER ON MARCH 7, 2019.

On August 8, 2018, 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 2018 Annual Action Plan for the Following formula programs:

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

Upon approval of the Resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the plan effective July 1, 2018 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2502 Denison Street, (Block 3058, Lot 0468A), by gift from Men on the Verge of Excellence, Inc. Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

Men on the Verge of Excellence, Inc. has offered to donate to the City, title to the property located at 2502 Denison Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 9, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

2502 Denison Street

Tax Sale Cert. #329866	5/18/2018	\$ 7,657.15
Tax Sale Cert. #104444	5/17/1999	1,412.54
Real Property Taxes	2019/2020	610.68
Real Property Taxes	2018/2019	733.40
Real Property Taxes	2017/2018	888.50
Real Property Taxes	2016/2017	1,032.29
Property Registration	#54313697	1,500.00
Property Registration	#54827431	1,915.00
Property Registration	#54972997	1,900.00
Property Registration	#069134	<u>1,192.80</u>
Total Taxes Owed		\$18,752.36

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2724 N. Lanvale Street, (Block 2378, Lot 040), by gift from Leovertour Palmer, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

Leovertour Palmer, has offered to donate to the City, title to the property located at 2724 N. Lanvale Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 19, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

2724 N. Lanvale Street

Tax Sale Cert #332772	05/14/2018	\$10,284.30
Real Property Taxes	2019/2020	133.10
Real Property Taxes	2018/2019	122.26
Real Property Taxes	2017/2018	Incl. in Tax Sale
Real Property Taxes	2016/2017	Incl. in Tax Sale
Real Property Taxes	2015/2016	Incl. in Tax Sale
Real Property Taxes	2014/2015	Incl. in Tax Sale
Real Property Taxes	2012/2013	Incl. in Tax Sale
Real Property Taxes	2011/2012	Incl. in Tax Sale
Miscellaneous Bill	6296875/U10107	Incl. in Tax Sale
Miscellaneous Bill	6542062/U11957	Incl. in Tax Sale
Miscellaneous Bill	6652036/U13075	Incl. in Tax Sale
Miscellaneous Bill	6948459/U15386	Incl. in Tax Sale
Miscellaneous Bill	7273006/U17590	Incl. in Tax Sale
Miscellaneous Bill	7981616/U23284	Incl. in Tax Sale
Miscellaneous Bill	8097073/U24484	Incl. in Tax Sale
Miscellaneous Bill	8489627/Y27889	Incl. in Tax Sale
Property Registration		<u>2,113.80</u>
Total Taxes Owed		\$12,653.46

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2549 Hollins Street, (Block 2175, Lot 025), by gift from Ketty Ngona, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

Ketty Ngona has offered to donate to the City, title to the property located at 2549 Hollins Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 15, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

2175 Hollins Street

Tax Sale Cert. #320395	05/15/2017	\$6,171.95
Real Property Taxes	2019/2020	382.32
Real Property Taxes	2018/2019	464.38
Real Property Taxes	2017/2018	763.32
Real Property Taxes	2016/2017	Incl. in 2018 Tax Sale
Miscellaneous Bill	8450470/U27500	236.19
Miscellaneous Bill	8467532/U27669	159.09
Miscellaneous Bill	8525073/U28237	269.81
Miscellaneous Bill	8547119/U28524	145.02
Miscellaneous Bill	8698987/U30072	201.60
Miscellaneous Bill	8793341/U31015	<u>167.20</u>
Property Registration		
Total Taxes Owed		\$8,940.88

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2322 Whittier Avenue, (Block 3234, Lot 019), by gift from Ms. Ruthie L. Wilder, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

Ms. Wilder has offered to donate to the City, title to the property located at 2322 Whittier Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through August 21, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

2322 Whittier Avenue

Tax Sale Cert.	337299	\$75,419.89
Real Property Tax	2019/2020	49.32
Real Property Tax	2018/2019	Incl. in Tax Sale
Real Property Tax	2017/2018	Incl. in Tax Sale
Real Property Tax	2016/2017	Incl. in Tax Sale
Real Property Tax	2014/2015	Incl. in Tax Sale
Miscellaneous	2790149	Incl. in Tax Sale
Miscellaneous	7466113	Incl. in Tax Sale
Miscellaneous	7658842	Incl. in Tax Sale
Miscellaneous	8808263	Incl. in Tax Sale
Miscellaneous	8040313	Incl. in Tax Sale
Miscellaneous	8072472	Incl. in Tax Sale
Miscellaneous	8272015	Incl. in Tax Sale
Miscellaneous	8306086	Incl. in Tax Sale
Miscellaneous	8433351	Incl. in Tax Sale
Registration	208473	<u>259.50</u>
Total Taxes Owed		\$75,728.71

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1226 Mosher Street, (Block 0065, Lot 014), by gift from APP Consulting Group, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

APP Consulting Group, LLC has offered to donate to the City, title to the property located at 1226 Mosher Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through July 29, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

1226 Mosher Street

Tax Sale Cert. #338428	10/24/2018	\$5,061.98	
Real Property Tax	2019/2020	117.44	
Real Property Tax	2018/2019	Incl. in 2018	Tax Sale
Real Property Tax	2017/2018	Incl. in 2018	Tax Sale
Real Property Tax	2016/2017	Incl. in 2018	Tax Sale
Real Property Tax	2014/2015	Incl. in 2018	Tax Sale
Miscellaneous	6656250	Incl. in 2018	Tax Sale
Miscellaneous	7397474	Incl. in 2018	Tax Sale
Miscellaneous	8468449	Incl. in 2018	Tax Sale
Miscellaneous	8741257	218.02	
Miscellaneous	8802886	124.09	
Miscellaneous	8808271	164.80	
Environmental Fine	54607171	1,500.00	
Registration	825145	1,718.40	
Total Taxes Owed		\$8,904.73	

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 712 N. Duncan Street, (Block 1621, Lot 064), by gift from Michel R. ST. Denis and Marcel R. ST. Denis, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

Michel R. ST. Denis and Marcel R. ST. Denis have offered to donate to the City, title to the property located at 712 N. Duncan Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 15, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

712 N. Duncan Street

Real Property Taxes	2019-2020	\$446.26
Miscellaneous Bills	8790792/WO U30990	\$239.26
Property Registration	0731790	
Total Taxes Owed:		\$685.52

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1830 Edmondson Avenue, (Block 0108, Lot 039), by gift from The Estate of Helen Richardson (#97324)/Gary C. Richardson, Personal Representative, Owner SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

The Estate of Helen Richardson (#97324) Gary Richardson, Personal Representative has offered to donate to the City, title to the property located at 1830 Edmondson Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 12, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

09/25/2019

DHCD - cont'd

Tax Sale Cert. #318500	5/17/2017	\$ 74,842.91
Real Property Taxes	2019-2020	23.49
Real Property Taxes	2018-2019	28.20
Real Property Taxes	2017-2018	33.72
Real Property Taxes	2013-2014	Incl. in TS
Real Property Taxes	2012-2013	Incl. in TS
Real Property Taxes	2011-2012	Incl. in TS
Real Property Taxes	2007-2008	Incl. in TS
Miscellaneous Bill	4834115/U26327	Incl. in TS
Miscellaneous Bill	5012125/U32124	Incl. in TS
Miscellaneous Bill	5212709/U40938	Incl. in TS
Miscellaneous Bill	5323290/U47254	Incl. in TS
Miscellaneous Bill	5486121/U56842	Incl. in TS
Miscellaneous Bill	5738646/U63174	Incl. in TS
Miscellaneous Bill	6121321/U89796	Incl. in TS
Miscellaneous Bill	6278345/U99239	Incl. in TS
Miscellaneous Bill	6347165/U10614	Incl. in TS
Miscellaneous Bill	6382709/U10973	Incl. in TS
Additional Miscellaneous Bill	6541932/U11956	Incl. in TS
Additional Miscellaneous Bill	6600621/U12546	Incl. in TS
Additional Miscellaneous Bill	6757009/U14151	Incl. in TS
Additional Miscellaneous Bill	6985121/U15775	Incl. in TS
Additional Miscellaneous Bill	7006208/U15991	Incl. in TS
Additional Miscellaneous Bill	7040223/U16340	Incl. in TS
Additional Miscellaneous Bill	7084684/U16787	Incl. in TS
Additional Miscellaneous Bill	7121775/U17162	Incl. in TS
Additional Miscellaneous Bill	8328262/U26526	267.88
Additional Miscellaneous Bill	8665515/U29873	179.20
Additional Miscellaneous Bill	8714750/U30229	243.33
Additional Miscellaneous Bill	8811226/U31190	162.40
Property Registration	207291/B1072951	752.50
Total Taxes Owed:		\$ 76,533.63

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Lease Agreement with the Oliver Beautification Alliance, Tenant, for the rental of a portion of the property known as 1400 E. Federal Street known as Space 130A, being on the 1st floor, containing 73 square feet. The period of the renewal is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$555.36	\$46.28

BACKGROUND/EXPLANATION:

On October 3, 2018, the Board approved the Lease Agreement for the period April 1, 2018 through June 30, 2019, with the right to renew for two additional one-year periods. The Oliver Beautification Alliance, Inc. has exercised its renewal option for the period July 1, 2019 through June 30, 2020.

All other rentals, conditions and provisions of the Lease Agreement dated October 3, 2018 remain in full force and effect.

The renewal request is late because of delays in the administrative process.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Lease Agreement with Out for Justice, Inc., Tenant, for the rental of a portion of the property known as 1400 E. Federal Street known as Space 131A, 131B, 131C, 131D, 131E, 131F, 131G, and 135, being on the 1st floor, containing 713 square feet. The period of the renewal is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$5,420.15	\$451.71

BACKGROUND/EXPLANATION:

On April 24, 2019, the Board approved the Lease Agreement for the period April 1, 2018 through June 30, 2019, with the right to renew for two additional one-year periods. Out for Justice, Inc. has exercised its renewal option for the period July 1, 2019 through June 30, 2020.

All other rentals, conditions and provisions of the Lease Agreement dated April 24, 2019 remain in full force and effect.

The renewal request is late because of delays in the administrative process.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Lease Agreement with Meraki Community Uplift, Inc., Tenant, for the rental of a portion of the property known as 1400 E. Federal Street known as Space 129A, 129B, 129C, 129D, 129E, 129F, and 129G, being on the 1st floor, containing 499 square feet. The period of the renewal is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$3,757.12	\$313.09

BACKGROUND/EXPLANATION:

On April 24, 2019, the Board approved the Lease Agreement for the period April 1, 2018 through June 30, 2019, with the right to renew for two additional one-year periods. Meraki Community Uplift, Inc. has exercised its renewal option for the period July 1, 2019 through June 30, 2020.

All other rentals, conditions and provisions of the Lease Agreement dated April 24, 2019 remain in full force and effect.

The renewal request is late because of delays in the administrative process.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Lease Agreement with the East Baltimore Community Corporation, Tenant, for the rental of a portion of the property known as 1400 E. Federal Street known as Space 112, 112A, and 114, being on the 1st floor, containing 364 square feet. The period of the renewal is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$2,767.27	\$230.61

BACKGROUND/EXPLANATION:

On October 3, 2018, the Board approved the Lease Agreement for the period April 1, 2018 through June 30, 2019, with the right to renew for two additional one-year periods. East Baltimore Community Corporation has exercised its renewal option for the period July 1, 2019 through June 30, 2020.

All other rentals, conditions and provisions of the Lease Agreement dated October 3, 2018 remain in full force and effect.

The renewal request is late because of delays in the administrative process.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Lease Agreement with the Oliver Community Association, Inc., Tenant, for the rental of a portion of the property known as 1400 E. Federal Street known as Space 109, 109A, 109B, and 111, being on the 1st floor, containing 364 square feet. The period of the renewal is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$6,028.70	\$502.39

BACKGROUND/EXPLANATION:

On October 3, 2018, the Board approved the Lease Agreement for the period April 1, 2018 through June 30, 2019, with the right to renew for two additional one-year periods. The Oliver Community Association, Inc. has exercised its renewal option for the period July 1, 2019 through June 30, 2020.

All other rentals, conditions and provisions of the Lease Agreement dated October 3, 2018 remain in full force and effect.

The renewal request is late because of delays in the administrative process.

TRANSFERS OF FUNDS

* * * * *

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

33

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$2,000,000.00	9910-910063-9600	9910-905360-9601
General Funds	Lexington Market (Constr. Res.)	Lexington Market Improvements
1,982,000.00	" "	" "
MCC		
300.00	" "	" "
<u>1st Comm. EBF</u>		
\$3,982,300.00		

The transfer will provide funds to Lexington Market, Inc. for reimbursement of construction architectural designs, construction details, determining structural viability, schematics, site surveys, subsurface exploration, massing studies associated with the renovations and upgrades at Lexington Market.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Environmental Control Board - Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the Transfer of Funds to the Baltimore City Foundation.

AMOUNT OF MONEY AND SOURCE:

\$75,691.00 - 1001-000000-1170-769300-603050

BACKGROUND/EXPLANATION:

The Environmental Control Board requests approval to transfer funds to the Baltimore City Foundation for the Care-A-Lot program, under BMORE Beautiful Care-A-Lot Youth program, in order to provide grants to Baltimore neighborhoods that are mentoring youth participants working to maintain identified vacant lots within their community.

The funds will be dispersed to participating community organizations and youth participants based on invoiced maintenance visits and work completed.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/25/2019

Environmental Control Board - Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the Transfer of Funds to the Baltimore City Foundation.

AMOUNT OF MONEY AND SOURCE:

\$80,059.00 - 1001-000000-1170-769300-607001

BACKGROUND/EXPLANATION:

The Environmental Control Board requests approval to transfer funds to the Baltimore City Foundation in order to provide grants to Baltimore neighborhoods that are mentoring youth participants working to maintain identified vacant lots within their community.

The funds will be dispersed to participating community organizations and youth participants based on invoiced maintenance visits and work completed.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/25/2019

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Options</u>			
1. Avery Chandler	4730 Park Heights Avenue	G/R \$70.00	\$ 467.00
2. Debra A. Moy and Karen A. Meekins Benckini	3520 Woodland Avenue	G/R \$80.00	\$ 533.33

Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment Area Complete Project.

3. Worthington Ridge Realty Partnership	1808 Henneman Avenue	G/R \$24.00	\$ 220.00
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Funds are available in account no. 9910-910427-9588-900000-704040, EBDI Project.

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

Department of Housing and Community Development - Condemnations

4. Fred Cohn and Eileen P. Cohn	3309 Woodland Avenue	G/R \$90.00	\$ 600.00
5. Edgar D. Airey	3405 Woodland Avenue	G/R \$90.00	\$ 600.00
6. Mary Jane Blount	4708 Park Heights Avenue	G/R \$70.00	\$ 467.00

Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment Project.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of General Services - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Lenora Witherspoon for expenses incurred during the years of 2018 and 2019.

AMOUNT OF MONEY AND SOURCE:

\$126.18 - 2030-000000-1890-189900-603002

BACKGROUND/EXPLANATION:

The employee was the Fleet Management coordinator for the recent United Way Campaign. She used her personal vehicle to travel throughout the City to all of the Fleet Management substations, as well as other City locations, to meet with Fleet employees and provide oversight of pledge drives, bake sales, and other United Ways events.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 3 to Johnson, Mirmiran, & Thompson, Inc. under Project 1805, Construction Management Assistance. The Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$121,306.30 - 1001-000000-7340-721700-606008

BACKGROUND/EXPLANATION:

Johnson, Mirmiran, & Thompson, Inc. will provide construction management assistance to develop and train the Department's staff to effectively utilize Oracle Unifier contract management software and related duties.

MBE/WBE PARTICIPATION:

The Consultant has committed to using the following firms as part of this task:

WBE: Albrecht Engineering \$16,462.30 13.57%

THE EAR WAS APPROVED BY MWBOO ON AUGUST 22, 2019.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Transportation - Developer's Agreement No. 1427-D

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1427-D with Baltimore Urban Revitalization, LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$2,553,197.64

BACKGROUND/EXPLANATION:

The Developer desires to perform utility relocations and various utility upgrades as part of the Port Covington Project. This Developer's Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$2,553,197.64 has been issued to Baltimore Urban Revitalization, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

Irrespective to Article 5, Subtitle 28-4, this item is not the result of City procurement and the above named entity is responsible for all costs, MBE/DBE goals do not apply.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 013 to STV, Inc., under Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The period of the Task Assignment is approximately 16 months.

AMOUNT OF MONEY AND SOURCE:

\$50,718.71 - 9950-929004-9508-900010-705032

BACKGROUND/EXPLANATION:

The Consultant will provide post award services for the Belair Road Streetscape from Cook Avenue to Lasalle Avenue, TR 15307. The services will include response to Contractor requests for information (RFIs), shop drawing review, potential redline/green line revisions, attending progress meetings, and site visits

MBE/WBE PARTICIPATION:

The Consultant will comply with Title 49 Code of the Federal Regulations, Part 26 (49CFR26) and the DBE goal of 25% established in the original agreement.

The Consultant has exceeded the DBE goal of 25% MBE and achieved a goal of 26%.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Transportation/DOT - cont'd
Engineering and Construction

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$44,632.16 FED	9950-925008-9528 Construc. Res. Belair Road Reconstruction	
11,158.12 <u>HUR</u>	" "	
\$55,790.28	-----	9950-929004-9508

This transfer will fund the costs associated with Task No. 13 on Project No. 1191, Federal Aid Resurfacing and Reconstruction Projects with STV, Inc.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 013 to Rummel, Klepper & Kahl, LLP, under Project No. 1209, On-Call Traffic Engineering Services. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$236,687.20 - 9950-907074-9512-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide engineering support services for the City of Baltimore to provide traffic engineering and engineering CADD design support.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 27% and WBE: 10%.

The Consultant has exceeded the MBE goal of 27% MBE and achieved a goal of 44% and exceeded the WBE goal of 10% and achieved a goal of 12%.

MWBOO APPROVED THIS EAR ON JULY 24, 2019.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Transportation/ - Task Assignment
Conduit Division

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 034 to Johnson, Mirmiran & Thompson, under Project No. 1217, On-Call Construction Project Management Services. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$190,393.17 - 9962-909075-9562-900000-705032

BACKGROUND/EXPLANATION:

This authorization provides the Conduit Division with Public Works Inspector III field services for the observation and monitoring of Conduit Capital Maintenance Contracts TR 160200, Comprehensive Conduit Facilities Management Services and TR 18014, Conduit System JOC.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and 10% WBE goals assigned to the original agreement.

The Consultant has achieved 24% of the MBE goals and 9% of the WBE goals.

MWBOO APPROVED THIS EAR ON AUGUST 2, 2019.

APPROVED FOR FUNDS BY FINANCE

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

EXTRA WORK ORDERS

* * * * *

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

45 - 46

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

EXTRA WORK ORDERS

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

Department of Transportation/DOT Engineering - cont'd
and Construction Division (DOT TEC)

1. EWO #003, (\$730,239.73) - TR 13307, Resurfacing Highways @ Various Locations Southeast-Sector IV

\$3,043,412.09	\$336,818.20	P. Flanigan & Sons, Inc.	-	100%
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As a result of completing the project close-out audit, this final EWO represents a net credit in the amount of (\$730,239.73). This final EWO reconciles contract bid items. The reconciliation includes overrun and underrun adjustment for items used during the project.

DBE PARTICIPATION:

DBE SET GOALS OF 25%.

The Contractor has exceeded the goal and achieved 31%.

2. EWO #007, (\$185.67) - TR 05308, Dundalk Avenue Streetscape from Eastern Avenue to the City Line

\$14,163,131.25	\$6,391,368.52	Civil Construction, LLC	-	-
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As a result of completing the project close-out audit, this final EWO represents a net credit in the amount of (\$185.67). This final EWO reconciles contract bid items. The reconciliation includes overrun and underrun adjustment for items used during the project.

DBE PARTICIPATION:

DBE SET GOALS OF 25%.

The Contractor has achieved the 25% goal.

AGENDA

BOARD OF ESTIMATES

09/25/2019

EXTRA WORK ORDERS

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

Department of Transportation/
DOT - Recreation and Parks

3.	<u>EWO #005, (\$0.01) - TR 12313, Herring Run Greenway</u>			
	\$4,189,000.00	\$257,184.71	P. Flanigan	- 100%
			& Sons, Inc.	

As a result of completing the project close-out audit, this final EWO represents a net credit in the amount of (\$0.01). This final EWO reconciles contract bid items. The reconciliation includes overrun and underrun adjustment for items used during the project.

DBE PARTICIPATION:

DBE SET GOALS OF 25%.

The Contractor has exceeded the goal and achieved 26%.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2019 through June 30, 2020, unless otherwise indicated.

1. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC.** **\$ 58,419.00**

Account: 4000-427120-3080-294300-603051

Under this agreement, PACT will provide Autism Classroom services to four children at any given time, in a comprehensive inclusive childcare setting. Children with Spectrum Autism Disorder will spend two hours of their day, three times a week in an intensive, therapeutic classroom that utilizes a mixed methods of teaching approach incorporating Picture Exchange Communication System, Discrete Trail Training, Pivotal Response Training and verbal behavioral. The class will be co-taught by a speech pathologist as well as an experienced occupational therapist and classroom aide.

The agreement is late because of administrative delays.

MWBOO GRANTED A WAIVER ON AUGUST 8, 2019.

2. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM)** **\$1,537,416.00**

Account: 4000-421120-3080-294600-603051

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department - cont'd

The agreement is late because of budget revisions delayed processing.

MWBOO GRANTED A WAIVER ON AUGUST 22, 2019.

- 3. **TOTAL HEALTH CARE, INC. \$ 100,500.00**

Account: 4000-499019-3023-513200-603051

Total Health Care, Inc. will utilize the funds to provide services to increase health literacy, HIV counseling, testing, linkage to HIV primary medical care for newly diagnosed and people living with HIV, and linkage to pre-exposure prophylaxis or post-exposure prophylaxis medications for priority populations served within Baltimore City. The period of the agreement is January 1, 2019 through December 31, 2019.

The agreement is late because of administrative delays.

MWBOO GRANTED A WAIVER ON JULY 22, 2019.

- 4. **KENNEDY KRIEGER INSTITUTE, INC. \$80,361.00**

Accounts: 4000-427120-3080-292300-603051	\$31,198.00
1001-000000-3080-288500-603051	\$26,198.00
6000-622120-3080-292300-603051	\$22,965.00

The Kennedy Krieger Institute, Inc. will utilize the funds to coordinate and provide family support services with the Baltimore Infants and Toddlers Program. Services will include early intervention and coordination of services to infants and toddlers and their families in the Hispanic/Latino and Orthodox Jewish communities.

The agreement is late because of delays in the administrative process.

MWBOO GRANTED A WAIVER ON AUGUST 2, 2019.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department - cont'd

5. **JOHNS HOPKINS BAYVIEW MEDICAL CENTER, \$ 50,000.00**
 INC.

Account: 4000-422519-3030-271500-603051

The funds will be utilized for the Johns Hopkins Medical Center's "Care-A-Van" program that targets uninsured individuals and provides free outreach medical services in Southeast Baltimore including comprehensive medical care and health care education.

Since it began in 1999, Care-A-Van has aggressively promoted health care and prevention of diseases, including syphilis, HIV and other Sexually Transmitted Infections (STI). Free testing is available for syphilis and HIV, and treatment of some STIs is also available abroad the Care-A-Van. Clients testing positive for HIV are either referred to Johns Hopkins Bayview Medical Center or other health care providers for treatment. The van serves a large rapidly growing Hispanic population, and a bilingual representative is always available on the Care-A-Van. The period of the agreement is January 1, 2019 through December 31, 2019.

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

MWBOO GRANTED A WAIVER ON AUGUST 8, 2019.

6. **BEST CARE ASSISTED LIVING, LTD. \$ 15,600.00**
7. **HOUSE OF VICTORY HOME CARE, INC. \$ 15,600.00**

Account: 5000-534020-3254-767800-607001

The Department will disburse State Subsidized Assisted Housing Funds to low-income residents at the organization's facilities.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department - cont'd

These facilities are enrolled in the Senior Assisted Living Group Home Subsidy Program, and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The senior assisted residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2019 through June 30, 2020.

These agreements are late because the Department was waiting on information and signatures from the providers.

8. VICTOR A. FERRANS \$ 20,000.00

Account: 6000-607620-3110-306700-603018

Mr. Ferrans will provide comprehensive reviews and complete the Pre-Administration Screening and Resident Review certification on each evaluation conducted by the Adult Evaluation and Review Services (AERS) multi-disciplinary team and/or the client's private physicians and/or nursing home professional staff for clarification of mental health treatment plan/needs at the request of the AERS team and provide an on-site psychiatric evaluation of nursing home residents.

The agreement is late because of delays during the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department - Amendment Nos. 1 and 2 to Notice of
Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of Amendment Nos. 1 and 2 of Grant Award from the Corporation for National and Community Service for Retired and Senior Volunteer Program (RSVP).

AMOUNT OF MONEY AND SOURCE:

\$ 95,737.00 - 4000-423420-3255-805200-404001
7,500.00 - 4000-423420-3255-805200-404001
\$103,237.00

BACKGROUND/EXPLANATION:

On May 29, 2019, the Board approved and authorized execution of a Notice of Grant Award for the RSVP in the amount of \$95,737.00 for the period of July 1, 2018 through June 30, 2019 for grant year 1.

On May 22, 2019 the Department received Amendment No. 1 in the amount of \$95,737.00 for the budget period of July 1, 2018 through June 30, 2020 for grant year 2.

On July 27, 2019 the Department received Amendment No. 2 to increase base line funding by \$7,500.00 for grant year 2. This made the total award amount \$103,237.00.

All other terms and conditions will remain the same.

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

APPROVED FOR FUNDS BY FINANCE

(The terms and conditions of the Amendment Nos. 1 and 2 to Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Notification of Grant Award (NGA) from the Corporation for National and Community Service for the Senior Companion Program. The period of the NGA was July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$296,031.00 - 4000-423520-3255-805300-404001

BACKGROUND/EXPLANATION:

This NGA will allow the Department to accept and utilize funds received from the Corporation for National and Community Service to carry out a national service program as authorized by the Domestic and Volunteer Service Act of 1973, as amended (42 U.S.C. Chapter 22).

Senior Companions are volunteers 55 and over who provide assistance to seniors who have difficulty with daily living tasks, such as shopping or paying bills. The program aims to keep seniors independent longer, and provide assistance to family caregivers.

The NGA is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Circuit Court for Baltimore City - Sub-Vendor Contract
for FY 2020

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Sub-Vendor Contract for FY 2020 with Behavioral Health Systems for the LINKS Program. The period of the Sub-Vendor Contract is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$23,624.00 - 5000-540220-1100-109400-405001

BACKGROUND/EXPLANATION:

The LINKS Program is a part of the Circuit Court for Baltimore City's Juvenile Court Services (JCS) Office. The JCS LINKS program was established in 2004 to address the immediate needs of youth and families involved in the child welfare and delinquency system. The goal of the program is to divert youth and families from Juvenile Court.

The LINKS Program serves more than 250 youth and families each year. The funds will be utilized to expand services by offering specialized groups to youth and parents.

The Sub-Vendor Contract for FY 2020 is late because of delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

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

(The Sub-Vendor Contract for FY 2020 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

09/25/2019

Baltimore City Circuit Court - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

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

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:

<u>Employee's Names</u>	<u>No. of Days</u>
Sharon George	3
Chris Metcalf	2
Antonio Jackson	5
Christopher McKenziey	5
Beatrice Jones	5
Sharon Green	5
Kathleen Smith	1
LaRue Adams	2
Daniel New-Schneider	<u>2</u>
	30

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

09/25/2019

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 to Agreement (Amendment No. 2) with Patton Harris Rust & Associates, P.C. A Pennoni Company under SC 914, Wastewater Engineering Services for the Improvements to Sanitary Sewershed in Low Level Sewershed Collection System. Amendment No. 1 will extend the period of the agreement through August 31, 2019

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Under Amendment No. 2 the designer will continue to assist the City during construction to oversee that the work performed by the contractor is completed in accordance with the design and as specified in the contract documents for SC 914 and it is in compliance with paragraph 9 of the Consent Decree. Amendment 1 was approved by the Board on August 10, 2011.

The additional scope of work is for engineering services during the construction of SC 914. The services include: review of and provide written response/recommendations to Request for Information (RFI), Conduct field investigations of construction problems, review and provide written recommendations for Proposed Change Orders (PCO) from Contractor, attend all project meetings, review Close Circuit Television (CCTV) and update recordings drawings (as built drawings) and GIS.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the

AGENDA

BOARD OF ESTIMATES

09/25/2019

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

Baltimore City Code and the MBE and WBE goals established in the original agreement.

MBE: 27%

WBE: 9%

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 008

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award to the State's Attorney for Baltimore City, Service 1156: Victim and Witness Services, from the Governor's Office of Crime Control and Prevention. The period of the Grant Award is July 1, 2019 through June 30, 2020.

The Board is further requested to approve the Appropriation Adjustment Order (AAO) No. 008.

AMOUNT OF MONEY AND SOURCE:

\$360,000.00 - 5000-513520-1156-117900-406001 (The appropriation will be placed in this detailed fund number)

BACKGROUND/EXPLANATION:

The purpose of the Victim/Witness Relocation Assistance grants is to improve services for victims and witnesses of crime by meeting the need for increased protection and relocation assistance. Program funds provide relocation assistance funds to help victims and witnesses of crime with expenses due to temporary or permanent relocation because of witness intimidation.

This Grant Award and AAO No. 008 is late due to delays in the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Office of the State's Attorney - Agreements
for Baltimore City

The Board is requested to approve and authorize execution of the various Agreements. The period of the agreement is July 1, 2019 through June 30, 2020.

1. BALTIMORE CHILD ABUSE CENTER \$50,000.00

Account: 1001-000000-1151-117900-603026

The mission of Baltimore Child Abuse Center is to provide all reported victims of child sexual abuse in Baltimore, and their non-offending caretakers, with comprehensive interviews, medical treatment, referrals and crisis counseling services, with a goal of preventing future sexual child abuse. These funds will support the operational expenses of the forensic interviewer as outlined in the scope of work.

2. COMMUNITY MEDIATION PROGRAM, INC. (CMP) \$43,000.00

Account: 1001-000000-1151-117900-603026

The mission of the CMP is to reduce interpersonal conflict, community violence, and animosity by increasing the use of none-violent conflict resolution strategies and by making mediation more accessible in the City.

The agreements are late because the agreements were recently received.

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Office of the State's Attorney - Ratification of Grant Award and
for Baltimore City Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the Ratification of Grant Award from the State of Maryland – Governor's Office of Crime Control and Prevention (GOCCP). The Board is further requested to approve and authorize acceptance of the Grant Adjustment Notice (GAN). The GAN will extend the period of the Grant Award through September 30, 2019

AMOUNT OF MONEY AND SOURCE:

\$2,490.00 - 4000-435720-1156-117900-404001

BACKGROUND/EXPLANATION:

The GOCCP has awarded this grant to cover training hosted by the Force Science Institute. This training focuses on the science of law enforcement use of force, as well as the use of force tactics. Grant funds will cover registration and travel. The period of Grant Award was May 1, 2019 through June 30, 2019.

The GAN approval is needed because the original training in June 2019 was full and the attendees were assigned to the next class in September 2019.

The Grant Award is late because of administrative delays.

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

PERSONNEL MATTERS

* * * * *

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

61 - 84

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

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Employees' Retirement System (ERS)

	<u>Hourly Rate</u>	<u>Amount</u>
1. THOMAS B. COREY	\$50.00	\$ 60,000.00

Account: 6000-604019-1520-168600-601009

Mr. Corey, retiree, will continue to work as a Contract Services Specialist I. He will serve as Special Counsel determine whether to waive the ERS' or Elected Officials Retirement System's (EOS) right to a hearing in claims for disability benefits brought under Article 22 of the Baltimore City Code, prepare for and represent the ERS and the EOS at administrative hearings before an independent hearing examiner, and review the hearing examiner's disability decisions and determine whether to appeal any such decision to the Circuit Court for Baltimore City. Mr. Corey will also appeal adverse Circuit Court decisions to the Maryland Court of Special Appeals and to the Maryland Court of Appeals, represent the ERS and the EOS at appellate court hearing in which disability claims decisions have been appealed and prepare summaries of hearing examiners and court decisions pertaining to disability claims. In addition, Mr. Corey will recommend to the ERS' Board of Trustees whether the contracts of hearing examiners should be renewed, recommend candidates to fill the vacancy, and recover overpayments of ERS retirement benefits from members and beneficiaries of members in conjunction with the Baltimore City Law Department. This is the same hourly rate as in the previous contract period and is in compliance with AM 212-1, Part I. The period of the agreement is effective upon Board approval for one year.

PERSONNEL

Department of Finance

2. Reclassify the following filled position:

Position No.: 12394

From: Accounting Assistant III
Job Code: 34133
Grade: 084 (\$37,741.00 - \$45,044.00)

To: Fiscal Technician
Job Code: 34421
Grade: 088 (\$43,855.00 - \$53,134.00)

Cost: \$6,539.00 - 1001-000000-1422-160800-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

3. Reclassify the following filled position:

Position No.: 12416

From: Accounting Systems Analyst
Job Code: 34151
Grade: 923 (\$60,655.00 - \$97,277.00)

To: Accounting Systems Administrator
Job Code: 34197
Grade: 936 (\$80,735.00 - \$129,114.00)

Cost: \$13,060.00 - 1001-000000-1423-160800-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Department of Finance - cont'd

4. Reclassify the following filled position:

Position No.: 12563

From: Accounting Assistant I
Job Code: 34131
Grade: 075 (\$29,638.00 - \$33,689.00)

To: Accounting Assistant III
Job Code: 34133
Grade: 084 (\$37,741.00 - \$45,044.00)

Cost: \$12,030.00 - 1001-000000-1480-166500-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

5. Reclassify the following vacant position:

Position No.: 12415

From: Operations Officer IV
Job Code: 31112
Grade: 931 (\$73,868.00 - \$118,085.00)

To: Operations Officer V
Job Code: 31113
Grade: 936 (\$80,735.00 - \$129,114.00)

Cost: \$142,697.00 - 1001-000000-1423-160800-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Department of Finance - cont'd

6. Reclassify the following nine positions (six filled, three vacant):
-

Position Nos.: Vacant: 12526, 48591, 48592
Filled: 12556, 12561, 12562, 48593, 48594,
33387

From: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$29,638.00 - \$33,689.00)

To: Customer Care Analyst II
Job Code: 34264
Grade: 082 (\$35,168.00 - \$41,598.00)

Cost: \$74,781.00 - 1001-000000-1480-166500-601001

These positions are to be considered positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

7. Reclassify the following five positions (two filled, three vacant):
-

Position Nos.: Vacant: 49284, 49287
Filled: 12550, 49285, 49286

From: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$31,488.00 - \$36,312.00)

To: Customer Care Analyst III
Job Code: 34265
Grade: 084 (\$37,741.00 - \$45,044.00)

Cost: \$46,325.00 - 1001-000000-1480-166500-601001

These positions are to be considered positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Fire and Police Employees' Retirement Systems

8. Reclassify the following vacant position:

Position No.: 50386

From: Accounting Assistant III
Job Code: 34133
Grade: 084 (\$37,741.00 - \$45,044.00)

To: Operations Assistant I
Job Code: 31104
Grade: 902 (\$42,552.00 - \$68,042.00)

Cost: \$5,513.00 - 6000-604119-1540-171400-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Baltimore City Health Department

9. Reclassify the following vacant position:

Position No.: 50571

From: Social Services Coordinator
Job Code: 81171
Grade: 084 (\$37,741.00 - \$45,044.00)

To: Senior Social Services Coordinator
Job Code: 81172
Grade: 086 (\$40,487.00 - \$48,836.00)

Cost: \$3,464.91 - 5000-569720-3023-273305-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Baltimore City Health Department - cont'd

10. Create the following position:

Classification: Program Coordinator
Job Code: 31192
Grade: 923 (\$60,655.00 - \$97,277.00)
Position No.: To be assigned by BBMR

Cost: \$88,010.48 - 5000-505420-3070-268400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

	<u>Hourly Rate</u>	<u>Amount</u>
11. AURACHALEE M. BOLLINGER	\$16.00	\$ 14,976.00

Account: 5000-569720-3023-273305-601009

Ms. Bollinger will work as a Contract Services Specialist II. She will perform data entry of Viral Hepatitis C laboratory reports in the National Electronic Disease Surveillance System (NEDSS) and enter the patient's clinical and laboratory information with the appropriate Center for Disease Control case surveillance definition. Ms. Bollinger will also create investigation records or associate electronic laboratory reports in the NEDSS, follow-up with the health care providers or reporting agency for additional information on the patient, and write the NEDSS patient ID number on each report newly entered. The period of the agreement is effective upon Board approval through June 30, 2020.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Baltimore City Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
12. MICHAEL PERSON	\$10.10	\$ 8,888.00

Account: 5000-535720-3024-768700-601009

Mr. Person will continue to work as a Contract Services Specialist II. He will assist staff with administrative duties, supervise the fitness center, and perform daily operations including opening and closing procedures. Mr. Person will also provide assistance with fitness center programs and services and conduct new member orientations including tours, blood pressure screenings and membership card distribution. In addition, he will perform facility and equipment cleaning/maintenance processes and assist with program marketing and promotions. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval through June 30, 2020.

13. Create the following two positions:

Classification: Community Health Educator III

Job Code: 61253

Grade: 088 (\$43,855.00 - \$53,134.00)

Position No.: To be assigned by BBMR

Cost: \$66,813.50 - 4000-499019-3023-718000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Baltimore City Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
14. CHARLOTTE HAGER	\$50.25	\$ 40,200.00

Account: 4000-422720-3080-294300-601009

Ms. Hager will work as a Contract Services Specialist II. She will oversee the development, implementation, and evaluation of the Family Planning Toolkit and subsequent trainings for B'more Healthy Babies partnering agencies and health outreach staff and develop and administer a training in collaboration with the Maryland Institute College of Art Center for Social Design for B'more for Healthy Babies staff surrounding family planning and referrals to reproductive health care. Ms. Hager will also develop, administer, implement and evaluate protocol in collaboration with the Johns Hopkins University Center for Communication Programs for the implementation and evaluation of the Family Planning Toolkit with B'more Healthy Babies partnering agencies and health outreach staff and prepare program reports and presentations on the progress of the efforts, major findings and key performance indicators. In addition, she will assist the Animal and Reproductive Health Director and the Family Planning Coordinator in the preparation and implementation of the annual Baltimore City Sexual Health Strategic Roundtable, serve as a liaison in program and policy support for Title X clinical services with the membership organization, the National Family Planning and Reproductive Health Association, attend meetings, conferences, and draft and practice briefs, etc. The period of the agreement is effective October 7, 2019 for nine months.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Baltimore City Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
15. LUCRETIA SHANNON	\$14.00	\$ 23,296.00

Account: 4000-433420-3255-761300-601009

Ms. Shannon will continue to work as a Contract Services Specialist II. She will schedule and conduct various community outreach programs such as the Senior Health Insurance Program, prepare Benefits Checkup reports for seniors, and providing individualized counseling for seniors and their families. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval through September 30, 2020.

16. DONNA GREEN	\$10.10	\$ 13,332.00
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Account: 5000-533120-3254-767300-601009

Ms. Green will continue to work as a Contract Services Specialist II. She will assist with scheduling medical and community appointments for clients, escort clients to medical and community activities, and shop for food and clothing for clients. Ms. Green will also relocate client's personal items/possessions to alternate living arrangements and monitor clients in nursing homes, assisted living facilities and in their private home. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval through June 30, 2020.

17. WILHELMINA HARGRAVE	\$10.10	\$ 7,272.00
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Account: 4000-423520-3255-306500-601009

Ms. Hargrave will work as a Contract Services Specialist II. She will recruit older adult volunteers interested in serving homebound, frail, and disabled Baltimore City

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Law Department - cont'd

To: Chief Solicitor
Job Code: 10199
Grade: 936 (\$80,735.00 - \$129,114.00)

Costs: \$12,007.00 - 2036-000000-8620-175200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Mayor's Office of Employment Development

20. Reclassify the following filled position:

Position No.: 16216

From: Operations Officer III
Job Code: 00087
Grade: 929 (\$68,562.00 - \$109,554.00)

To: Operations Manager I
Job Code: 00090
Grade: 939 (\$85,417.00 - \$140,766.00)

Costs: \$12,048.00 - 1001-000000-6301-454211-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

21. Reclassify the following filled position:

Position No.: 34871

From: Administrative Services
Job Code: 01224
Grade: 920 (\$37,399.00 - \$65,782.00)

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Mayor's Office of Employment Development -cont'd

To: Professional Services
Job Code: 01225
Grade: 923 (\$60,655.00 - \$97,277.00)

Costs: \$9,883.00 - 4000-806020-6301-454801-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Baltimore City Police Department

	<u>Rate of Pay</u>	<u>Amount</u>
22. LAWANG HYMAN	\$20.19	\$42,000.00

Account: 1001-000000-2042-198111-601009

Ms. Hyman will continue to work as a Contract Services Specialist I. She will assist and coordinate total well-being programming to reduce health risks, medical costs and encourage healthy lifestyles; works with vendors and Human Resources staff to administer lasting health and wellness programming into the BPD reviews alerts in the Early Intervention System, schedule interventions and/or support and guidance; assists with the implementation of the Peer Support Program; assists in monitoring Peer Support member's performance to ensure they meet team standard of training, performance and behavior; acts as a critical component to Consent Decree mandates under the section entitled. The period of the agreement is September 30, 2019 through September 29, 2020.

PERSONNEL

Enoch Pratt Free Library

23. Reclassify the following vacant position:

Position No.: 15891

From: Library Page
Job Code: 00600
Grade: 069 (\$27,068.00 - \$30,121.00)

To: Operations Officer II
Job Code: 00086
Grade: 927 (\$64,505.00 - \$103,208.00)

Costs: \$40,450.00 - 1001-000000-4501-338600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of Public Works (DPW)

24. Reclassify the following filled position:

Position No.: 52800

From: GIS Supervisor
Job Code: 33190
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Agency IT Supervisor/Project Manager
Job Code: 33150
Grade: 936 (\$80,735.00 - \$129,114.00)

Costs: \$33,708.00 - 2072-000000-5181-752400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

DPW - cont'd

25. Reclassify the following vacant position:

Position No.: 22605

From: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$29,638.00 - \$33,689.00)

To: Contract Administrator I
Job Code: 72411
Grade: 085 (\$38,926.00 - \$46,904.00)

Costs: \$19,002.00 - 1001-000000-1901-191800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

26. Reclassify the following vacant position:

Position No.: 22261

From: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$31,488.00 - \$36,312.00)

To: Contract Administrator I
Job Code: 72411
Grade: 085 (\$38,926.00 - \$46,904.00)

Costs: \$8,454.00 - 1001-000000-1901-191800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

DPW - cont'd

27. Reclassify the following vacant position:

Position No.: 20445

From: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$31,488.00 - \$36,312.00)

To: Liaison Officer I
Job Code: 31420
Grade: 090 (\$47,604.00 - \$57,857.00)

Costs: \$20,734.00 - 1001-000000-1901-190800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

28. Reclassify the following vacant position:

Position No.: 22491

From: Utilities Installer Repairer II
Job Code: 53512
Grade: 485 (\$32,227.00 - \$33,441.00)

To: Program Compliance Officer II
Job Code: 31502
Grade: 927 (\$64,505.00 - \$103,208.00)

Costs: \$41,529.00 - 2071-000000-5521-393400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

DPW - cont'd

29. Reclassify the following vacant position:

Position No.: 22731

From: Cement Finisher I
Job Code: 53311
Grade: 487 (\$33,132.00 - \$34,633.00)

To: Public Works Inspector II
Job Code: 42212
Grade: 087 (\$42,131.00 - \$50,927.00)

Costs: \$11,578.00 - 2071-000000-5521-608900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

30. Reclassify the following vacant position:

Position No.: 22488

From: Utilities Installer Repairer II
Job Code: 53512
Grade: 485 (\$32,227.00 - \$33,441.00)

To: Public Works Inspector II
Job Code: 42212
Grade: 087 (\$42,131.00 - \$50,927.00)

Costs: \$13,737.00 - 2071-000000-5521-393700-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

DPW - cont'd

31. Reclassify the following vacant position:

Position No.: 22493

From: Utilities Installer Repairer II
Job Code: 53512
Grade: 485 (\$32,227.00 - \$33,441.00)

To: Public Works Inspector II
Job Code: 42212
Grade: 087 (\$42,131.00 - \$50,927.00)

Costs: \$12,742.00 - 2071-000000-5521-393200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

32. Reclassify the following vacant position:

Position No.: 22478

From: Utilities Installer Repairer II
Job Code: 53512
Grade: 485 (\$32,227.00 - \$33,441.00)

To: Public Works Inspector II
Job Code: 42212
Grade: 087 (\$42,131.00 - \$50,927.00)

Costs: \$12,742.00 - 2071-000000-5521-393400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

DPW - cont'd

33. Reclassify the following vacant position:

Position No.: 51861

From: Customer Care Analyst Supv. II
Job Code: 34267
Grade: 090 (\$47,604.00 - \$57,857.00)

To: Safety Enforcement Officer II
Job Code: 33642
Grade: 088 (\$43,855.00 - \$53,134.00)

Costs: \$4,925.00 - 1001-000000-1901-191300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

34. a. Abolish the following two vacant positions:

Position Nos.: 22101, 22709

Classification: Motor Vehicle Drive I
Job Code: 54411
Grade: 487 (\$33,132.00 - \$34,633.00)

b. Create the following position:

Classification: Operations Manager I
Job Code: 31114
Grade: 939 (\$85,417.00 - \$140,766.00)
Position No.: To be determined by BBMR

Costs: \$26,180.00 - 2072-000000-5181-390500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

DPW - cont'd

35. Reclassify the following filled position:

Position No.: 22056

From: Gen Supt. Utilities Maintenance & Repair
Job Code: 53523
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Operations Manager I
Job Code: 31114
Grade: 939 (\$85,417.00 - \$140,766.00)

Costs: \$22,518.00 - 2072-000000-5181-390500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of Recreation and Parks

36. Create the following position:

Classification: Greenhouse Supervisor
Job Code: 53692
Grade: 084 (\$37,741.00 - \$45,044.00)
Position No.: To be determined by BBMR

Costs: \$59,602.00 - 1001-000000-4782-583800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Department of Recreation and Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
37. BARBARA A. WILLIAMS	\$16.93	\$7,042.88

Account: 2096-796615-7960-861500-60109

Ms. Williams will continue to work as a Contract Services Specialist I. She will be responsible for providing program leadership to senior citizens which includes crafts, guest speaking, music, games, trips, health promotion and special events; attending agency, community and Senior Citizens division meetings, maintaining effective lines of communication with the Recreation Center Director to assure coordination with other center programming, space assignment and custodial needs; maintaining timely and accurate record keeping to include program/attendance reports and providing assistance and adapted programming for senior citizens with limitations and/or special needs and meet with Division Chief on a monthly basis for the purpose of program planning and evaluation. The period of the agreement is October 25, 2019 through October 24, 2020.

38. ANTONIO DICKENS	\$20.99	\$40,006.94
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Account: 1001-000000-4783-583800-601009

Mr. Dickens will continue to work as a Contract Services Specialist II. He will assist the Departments' Recycling coordinator at the City's zero wood waste facility, Camp Small, by overseeing the daily duties of the workforce development crews by assigning and reviewing performance task and monitoring for any possible safety concerns; operating front end loaders, track loaders, log loaders, forklifts and trucks up to 2 1/2 tons for the purpose of sorting and placing

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Department of Recreation and Parks - cont'd

Hourly Rate

Amount

mulch, compost, brush and logs into piles based on species, wood characteristics, quality and grade; keeping all wood material free of trash and foreign debris; maintain the operational capacity off all equipment coordinating with maintenance mechanics; tracking and reporting essential data electronically using google docs, excel, word; reports on daily milling and drying, shipping and receiving; inspecting all incoming deliveries of wood material from a variety of agencies and organizations, directing the placement of the material or rejects unacceptable material such as trash. The Department of Human Resources recommends granting this employment contract. The period of the agreement is effective upon Board approval for one year.

39. **ANGELIA L. MORRISON** \$17.38 **\$10,845.12**

Account: 6000-605719-6510-371700-601009

Ms. Morrison, will continue to work as a Contract Services Specialist I. She is responsible for providing program leadership to senior citizens which includes crafts, guest speaking, music, games, trips, health promotions and special events; attending agency, community and Senior Citizens Division meetings; maintaining effective lines of communications with the Recreation Center Director to assure coordination with other center programming, space assignment and custodial needs; overseeing health lunch to program provided by Eating Together in Baltimore (ETIB) for registered participants; maintaining timely and accurate record keeping to include program/attendance reports; providing assistance and adapted programming for senior citizens with limitations and/or special needs and meet with the Division Chief on a monthly basis for the purpose of program planning and evaluation. The period of the agreement is October 25, 2019 through October 24, 2020.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Department of Recreation and Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
40. CHRISTINE RUTH DREISBUSCH	\$35.70	\$68,074.19

Account: 5000-578716-4711-361850-601009

Ms. Dreisbusch, will continue to work as a Contract Services Specialist II. She is responsible for designing capital improvements to City parks; developing and implementing projects from conception through construction, preparing conceptual designs, construction drawings, cost estimates, and technical specifications for project advertisement and the acquisition of building permits; attending community meetings to solicit residents' wants and needs for capital projects and collaborating with city colleagues to solve design challenges. The period of the agreement is October 25, 2019 through October 24, 2020.

State's Attorney's Office (SAO)

41. REGINALD LUCKETT	\$25.47	\$48,563.00
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Account: 1001-000000-1150-120900-601009

Mr. Lockett, a retiree, will continue to work as a Contract Services Specialist I. He will assist the State's Attorney in the investigation and movement of cases, inputting of charges, finalizing of charging documents, finding open warrants, and communicate with Public Safety staff and members. This is a 2% increase in the hourly rate from the

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

SAO - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
previous contract period. The period of the agreement is October 28, 2019 through October 27, 2020.		
42. KEDRICK SCRIBNER	\$27.74	\$ 52,890.00

Account: 1001-000000-1150-118000-601009

Mr. Scribner, a retiree, will continue to work as a Contract Services Specialist I. He will investigate felony, domestic violence and violent crime cases, locate and interview witnesses, and act as a liaison with police agencies. The period of the agreement is October 26, 2019 through October 25, 2020.

These contracts (item nos. 41 and 42) are consistent with the waiver of AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the Office of the State's Attorney, with no restrictions on the number of hours worked and rates of pay.

43. JALEN SANDERS	\$20.41	\$ 19,463.00
44. JEAN CHRISTIE	\$20.41	\$ 19,463.00
45. KIRA BARAN	\$20.41	\$ 19,463.00
46. JOCELYNE L. GRESOCK	\$20.41	\$ 19,463.00

Account: 1001-000000-1150-118000-601009

These individuals will work as Contract Service Specialist II. They will be responsible for reviewing cases involving the Gun Trace Task Force, reviewing police reports, charges and case details. They will also be responsible for collecting documents for review by the Assistant State's Attorney to determine if the conviction was tainted using various software programs (JIS LIMS, Arrestviewer) to gather documents for review of the case. The period of the agreement is effective upon Board approval for six months.

PERSONNEL

Department of Social Services

47. Create the following new Non-Civil Services Classification:

Classification: Department of Social Services, Chief
of Staff

Job Code: 02346

Grade: 887 (\$30,000.00 Flat)

Position No.: To be determined by BBMR

Cost: There is no cost associated with this action.

Baltimore City has agreed to provide a supplement to the salary for the above classification at the Department of Social Services for Baltimore City. The supplement will allow the Department of Social Services to attract the best talent to lead the efforts of the agency.

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$26,780.00 - 9905-922004-9188-9000000-703032

BACKGROUND/EXPLANATION:

The funds from this program are drawn from the City's Critical Area Management Program offset fee fund, which developers pay into when they disturb land close to the waterfront and cannot meet mitigation requirements on site. Baltimore Tree Trust, Inc. works to restore Baltimore's urban forests, green spaces and corridors that provide clean air, encourage community engagement, and nourish an appreciation for the city's environmental longevity.

Grantees are chosen via an open application process, with the goals of improving water quality by reducing stormwater pollution, conserving and protecting wildlife habitat, and improving quality of life for the citizens of Baltimore. All grant allocations are pre-approved by the State's Critical Area Commission.

Under this agreement, Baltimore Tree Trust, Inc. will be partnering with several stakeholders: Baltimore City Public Schools (City Schools), TreeBaltimore, and Blue Water Baltimore. These entities have worked together for many years to plant new trees at schools, but in the fall of 2018, they convened to discuss ways to better maintain City Schools' large number of "adolescent" trees planted in the past 10 years. To ensure both healthy green spaces for youth, and healthy growth of the trees, pruning and maintenance is needed. This project will focus on training and educating volunteers to properly prune and tend to trees on high-priority City Schools campuses, as determined by City Schools' Ground Shop and the staff at TreeBaltimore.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Planning - cont'd

Employees at TreeBaltimore, Baltimore Tree Trust, and Blue Water Baltimore will lead multiple volunteer pruning days at multiple school campuses, including events by Blue Water Baltimore called "Green Ups". At least one training will be for City Schools' Ground Shop.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Planning - Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Non-Construction Consultant Agreement the Baltimore Neighborhood Indicators Alliance - Jacob-France Institute, Consultant. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$37,500.00 No City Funds - Paid by Baltimore City Foundation
(Funding is from a grant from the France-Merrick Foundation)

BACKGROUND/EXPLANATION:

This agreement is for the Consultant to design and create a database to track sustainability indicators, the status of Sustainability Plan actions, and supporting documentation.

The database will be structured around the strategies and actions in the 2019 Sustainability Plan and will provide the basis for Annual Reports published by the Office of Sustainability. This project is funded through a grant from the France-Merrick Foundation for which the Baltimore City Foundation is the fiscal sponsor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Criminal Justice - Grant Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$22,928.00 - 1001-000000-2254-786000-603050

BACKGROUND/EXPLANATION:

The Baltimore City Human Trafficking Grant Programs was created to provide funding to victim service organizations for victims of human trafficking in Baltimore City.

Funding under this program will support trauma informed comprehensive services for all victims of human trafficking sex trafficking and labor trafficking, foreign national/U.S. citizen/legal permanent resident (LPR), adult/minor, male/female, and LGBTQ victims of trafficking. Funding will also support efforts to increase the capacity of local communities to respond to human trafficking victims through the development of interagency partnerships, professional training, and public awareness activities.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Office of the Mayor - Capital Projects Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Capital Projects Grant Agreement between the State of Maryland acting through the Board of Public Works, the Board of Directors of the Waterfront Partnership of Baltimore, Inc., Grantee, and the Mayor and City Council of Baltimore.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - State (not-to-exceed)

BACKGROUND/EXPLANATION:

The General Assembly has authorized this Grant for the Rash Field Improvement Project. The purpose of this Agreement is for the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of Rash Field located, which is located in the Inner Harbor.

The Board is required to approve this Agreement because the City is identified as a Grantee. Though the City is listed as a Grantee for the Agreement, no Grant funds will be allotted to the City. All funds will be allocated to the Waterfront Partnership.

Under the terms of the Agreement, the State may reduce or terminate the authorization to provide the Grant in the event that, Grantee fails to provide the required matching fund by June 1, 2021; if applicable; or if no part of the Project is under contract by June 1, 2026; or the project is abandoned. The Enabling Act's authorization automatically terminates for any grant funds that are unexpended or unencumbered by June 1, 2026.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Homeless - Provider Agreements and Rescission
Services (MOHS) and Approval of Provider Agreement

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

1. **HEALTH CARE FOR THE HOMELESS, INC.** **\$1,097,870.00**

Account: 4000-407018-3571-757901-603051

The City has received a U. S. Department of Housing and Urban Development grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Health Care for the Homeless, Inc., a sub-recipient, will provide rental assistance and supportive services to 55 individuals and families in Baltimore City experiencing homelessness. The goal of the Project is to increase housing stability and enhance self-sufficiency so that clients do not return to a homeless status. The period of the Provider Agreement is October 1, 2019 through September 30, 2020.

MWBOO GRANTED A WAIVER.

2. **HEALTHCARE ACCESS MARYLAND, INC.** **\$ 615,982.50**

Account: 4000-407018-3571-757902-603051

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Healthcare Access Maryland, Inc., a sub-recipient, will provide rental assistance and supportive services to 25 individuals and families in Baltimore City experiencing homelessness. The goal of the Project is to increase housing stability and

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Homeless Services - cont'd

enhance self-sufficiency so that clients do not return to a homeless status. The period of the Provider Agreement is September 1, 2019 through August 31, 2020.

MWBOO GRANTED A WAIVER.

3. **HEALTHCARE ACCESS MARYLAND, INC.** **\$ 150,000.00**

Account: 4000-407018-3574-759900-603051

Under the terms of this Provider Agreement, Healthcare Access Maryland, Inc. will use the funds to provide rental and utility assistance to individuals experiencing homelessness in the City of Baltimore. The period of the Provider Agreement is July 1, 2019 through June 30, 2020.

The Provider Agreement is late because of delays at the administrative level.

MWBOO GRANTED A WAIVER.

RESCISSION AND APPROVAL OF PROVIDER AGREEMENT

4. **PROJECT PLASE, INC.** **\$ 70,000.00**

Account: 5000-529120-3572-754900-603051

On August 7, 2019, the Board approved the Provider Agreement with Project Plase, Inc. under City general funded Account No. 1001-000000-3572-780400-603051. The Board is requested to rescind the original approval and approve the new Provider Agreement under the Federal Continuum of Care funding source.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Homeless Services - cont'd

Project Plase, Inc. will provide rental assistance to 13 individuals and/or families in Baltimore City experiencing homelessness. The goal of the organization is to increase housing stability and enhance self-sufficiency so that clients do not return to a homeless status. The period of the Provider Agreement is July 1, 2019 through September 30, 2019.

The Provider Agreement is late because of delays at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Homeless - Grant Award Agreements
Services (MOHS)

ACTION REQUESTED OF B/E:

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

1. **U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)** **\$1,817,160.00**

Account: 4000-407119-3571-760000-404001

The MOHS has been awarded funds under the Emergency Solutions Grant (ESG) program operated by HUD. Through the ESG, homeless individuals and families are provided with housing assistance and/or related supportive services to prevent clients from becoming homeless and move towards independent living. The period of the EGS Agreement is July 1, 2019 through June 30, 2021.

The ESG Grant Agreement is late because notification of the award was recently received from HUD.

2. **U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)** **\$8,380,304.00**

Account: 4000-490819-3571-762400-404001

The MOHS has been awarded funds under the Housing Opportunities for Persons with AIDS (HOPWA) program operated by HUD. Through HOPWA, low-income persons living with AIDS and their families are provided with housing assistance and related supportive services to prevent clients from becoming homeless. The period of the EGS Agreement is July 1, 2019 through June 30, 2022.

The HOPWA Grant Agreement is late because notification of the award was recently received from HUD.

AGENDA

BOARD OF ESTIMATES

09/25/2019

MOHS - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Homeless - Ratification of Provider Agreement Services (MOHS)

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Provider Agreement with the National Alliance to End Homelessness Incorporated. The period of the Provider Agreement was May 14, 2019 through June 25, 2019.

AMOUNT OF MONEY AND SOURCE:

\$15,150.00 - 4000-407017-3571-759900-603051

BACKGROUND/EXPLANATION:

The City needed a Provider to provide training on operation and administration for shelters and services provided to homeless individuals in Baltimore City.

Under the terms of the Provider Agreement, the Provider administered a one-day Best Practices in Emergency Shelter Workshop to key community stakeholders and emergency shelter providers, a Diversion Strategies Training to key community stakeholders, and identified homeless response system providers.

The Provider Agreement is late because of delays in negotiation of contract terms and performance.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Recreation and Parks - Donation Agreements

The Board is requested to approve and authorize execution of the various Donation Agreements with the United States Soccer Federation, Inc., (Donor) for the below listed projects. The period of this agreement will begin upon the date this Agreement is approved by the Board of Estimates and will end upon Final Acceptance of the Project by the City, unless earlier terminated pursuant to the terms of the agreement. The Final Acceptance is defined as the acceptance of the Project by the City after Donor and the City have verified that the equipment and systems are fully operational, all warranty work is complete and Contractor has fulfilled its Contract obligations.

	<u>LOCATION</u>	<u>PROJECT</u>	<u>APPROXIMATE AMOUNT</u>
1.	DESOTO PARK 1616 Desoto Road	Soccer Mini- Pitch	\$60,000.00
2.	FARRING BAYBROOK RECREATION CENTER 4501 Farring Court	" "	\$60,000.00
3.	BETTY HYATT COMMUNITY PARK 1725 E. Baltimore Street	" "	\$60,000.00

The mini-pitch will provide an accessible and dedicated space for public recreational activities and soccer in each community and will further improve each location.

The United States Soccer Federation Foundation is a nonprofit whose mission is to enhance, assist and grow the sport of soccer in the United States, with a special emphasis on underserved communities. The Foundation's program "Safe Places to Play" transforms abandoned courts, empty schoolyards, and vacant lots into usable and safe state-of-the-art soccer fields for kids. These "mini-pitches" are hard court spaces suited for organized soccer programs

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Receptions and Parks - cont'd

and pick-up-games. Each project will cost approximately \$60,000.00 and will be paid entirely by the Donor through which all fund have been raised. The surrounding communities will be improved by the projects.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Finance/Office - Purchase of Flood Insurance
of Risk Management

ACTION REQUESTED OF B/E:

The Board is requested to approve the Purchase of Flood Insurance for various properties owned by the City. The policies will be insured through Wright National Flood Insurance Company. The Flood Insurance will be effective within 30 days of receipt of premium.

AMOUNT OF MONEY AND SOURCE:

\$312,229.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

FEMA mandates the purchase of Flood Insurance for properties located in Special Flood Hazard Areas. The Bureau of Risk Management along with the City's Flood Plain Management Office, identified 88 City-owned properties located in these areas. The below listed properties represent the first batch of eligible properties that require Flood Insurance and Board approval to purchase.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Finance/Office - cont'd
of Risk Management

Location	Premium
301 South Beechfield Ave	\$ 9,507.00
411 Holliday	\$ 9,863.00
500 Dugan's Wharf (changed to NR Other)	\$ 6,948.00
500 Fallsway	\$ 26,684.00
510 Fallsway Street	\$ 26,684.00
520 Fallsway	\$ 9,863.00
620 Fallsway	\$ 7,822.00
1901 Falls Road (changed to NR Other)	\$ 5,656.00
500 East Baltimore Street	\$ 21,413.00
101 North Gay St (changed to NR Other)	\$ 21,413.00
201 Fallsway	\$ 18,667.00
210 Guilford Ave	\$ 30,128.00
220 Guilford Ave	\$ 18,958.00
225 North Holliday Street (changed to NR Other)	\$ 12,858.00
2700 Glenn Avenue (changed to NR Other)	\$ 11,407.00
6100 Cross Country Blvd	\$ 21,413.00
4 South Frederick Street	\$ 35,611.00
100 Holliday Street	\$ 5,778.00
410 East Lexington Street	\$ 5,778.00
417 East Fayette St	\$ 5,778.00
TOTALS	\$ 312,229.00

AGENDA

BOARD OF ESTIMATES

09/25/2019

Office of Civil Rights & - Grant Award Agreement and Amendment
Wage Enforcement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Award Agreement and Amendment with the U.S. Department of Housing and Urban Development. The period of the Grant Award Agreement is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$101,464.00 - 6000-433820-1561-171500-607004

BACKGROUND/EXPLANATION:

The U.S. Department of Housing and Urban Development granted an award for a Baltimore City Fair Housing Initiatives Program.

This grant will provide fair housing initiative for individuals and families in the City.

The original Award has an Amendment because the original HUD form 1044 that obligated the funds did not include the specific description outlined in Box 16 of the HUD form 1044.

The Grant Award Agreement is late because of administrative delays in accounting.

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Finance - Payment in Lieu of Taxes Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Payment in Lieu of Taxes (PILOT) Agreement with TCB Marshall Gardens Limited Partnership for the Marshall Gardens Apartments to be in the 1700 - 1800 Block of Division Street, 500 Block of Wilson, Laurens and Roberts Street. The period of the PILOT Agreement is effective upon Board approval for 75 years.

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time and the PILOT will have no impact on City revenue for the reasons shown below.

BACKGROUND/EXPLANATION:

Marshall Gardens is a proposed 87-unit development encompassing three vacant City blocks in the Upton and Druid Heights neighborhoods of Central West Baltimore. It involves both the new construction of new infill townhouses and apartments, as well as the substantial rehabilitation of five existing historic row houses. This rental development will serve a mixed-income population, including very low-income families (0 - 40% of Area Median Income), workforce households (50% of Area Median Income), and market rate renters (80% of Area Median Income). The project will provide 60 townhouses and 27 apartments, with units ranging from 1-bedroom to 4-bedrooms in size in total, the development will provide 9 one-bedrooms, 33 two-bedrooms, 40 three-bedrooms and 5 four bedrooms.

The project will be in three contiguous blocks as follows:

- Block 1 will be bounded by Wilson Street, Laurens Street and Brunt Street. The block will be anchored by an L-Shaped, three story apartment building at the corner of Wilson and Division Streets. This 32,046 square foot apartment building will contain 27 apartments (9 one-bedroom, 12 two-bedrooms, 5 three-bedrooms and 1 four bedroom). It will house a 1,687 sq. ft. community space for residents and a 318 sq. ft. office for property management staff. This block will also include one four-bedroom and 15 three-bedroom new 3-story townhouses, which will front on Division and Laurens Streets.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Finance - cont'd

- Immediately to the north of Block 1, Block 2 will be bounded by Laurens Street, Division Street, Roberts Street and Brunt Street. Block 2 will consist of 19 new townhouse units fronting on Division, Laurens and Roberts Street (15 two-bedrooms and four three-bedrooms).
- Block 3 will consist of 5 renovated rowhouses and 20 new infill townhouses in the 500 blocks of Robert and Lauren Streets, which are directly adjacent to Block 2.

PILOT Request

The Community Builders, Inc. ("TCB") (the "Developer") has requested a Payment in Lieu of Taxes ("PILOT") to assist the Project. Staff from the Department of Housing and Community Development (DHCD) undertook an analysis of the proposed PILOT based on three criteria: (a) is the PILOT necessary to preserve or create affordable housing; (b) does the project need the subsidy to proceed; and (c) did the developer actively seek other sources of funding and subsidy before requesting the PILOT. DHCD's review of information provided by the Developer indicates this Project meets the above-described criteria and that the Project will be unable to move ahead unless a PILOT is approved.

Recommendation

The Project was reviewed and recommended by the Department of Housing and Community Development and was subsequently approved by the Low-Income Housing Committee to provide a PILOT for the Project. The Developer agrees to pay to the City, in lieu of the ordinary Baltimore City and State of Maryland real estate taxes upon the Project effective from the date the Owner acquires the Project which date the Owner will document by a letter sent to the City (the "Commencement Date") a pro-rated amount through the end of the first fiscal year during which the acquisition occurs and for each fiscal year thereafter, until the obligations of the City to accept negotiated payments provided in this PILOT Agreement will cease under the provisions hereof.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Department of Finance - cont'd

The amount of the annual taxes will be One Hundred Thousand (\$100,000.00) Dollars increasing at three percent (3%) per annum thereafter.

Given the need for affordable housing in the City, the Low-Income PILOT Committee believes that the PILOT is necessary to support both the capital and operating needs of the Project. The Project qualifies for a PILOT under Section 7-503 states in (a)(2)(ii) that the owner of the real property is a "limited partnership whose managing general partner is a limited liability company that is wholly owned by a nonprofit corporation that is exempt from income tax under section 10-104(2) of the Tax-General Article. 12-104 of the Annotated Code of the State of Maryland.

MBE/WBE PARTICIPATION:

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

(The Payment in Lieu of Taxes (PILOT) Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|--|--------------|---------|
| 1. ITRON, INC. | \$400,000.00 | Renewal |
| Contract No. 08000 - EERT Equipment, Accessories and Repair Parts - Department of Public Works, Water and Wastewater - Revenue Measuring and Billing - P.O. No.: P532591 | | |

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On August 19, 2015, the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year renewal options. On August 29, 2018, the Board approved the first renewal in the amount of \$400,000.00. This final renewal in the amount of \$400,000.00 is for the period September 1, 2019 through August 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as sole source procurement.

- | | | |
|--|--------------|-----------------------------|
| 2. GC JONES ELEVATOR
COMPANY | \$ 15,000.00 | Selected Source/
Renewal |
| Contract No. 06000 - Elevator Maintenance - Mayor's Office of Employment Development - P.O. No.: P545538 | | |

This meets the condition that there is no advantage in seeking competitive responses.

AGENDA

BOARD OF ESTIMATES

09/25/2019

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 Procurement - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On October 16, 2018, the City Purchasing Agent approved the initial award in the amount of \$15,000.00. The award contained one 1-year renewal option. This sole renewal in the amount of \$15,000.00 is necessary for the continuation of elevator maintenance service. The period of the renewal is October 1, 2019 through September 30, 2020. 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 practicable 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:

Not applicable. This award was below MBE/WBE subcontracting threshold of \$50,000.00.

3.	<u>SMITH BLAIR, INC.</u>	<u>\$100,000.00</u>	Selected Source/ Renewal
<u>Contract No. B50004664 - Pipe Repair Clamps - Department of Public Works, Bureau of Water and Wastewater - P.O. No.: P536586</u>			

On August 17, 2016, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. On January 31, 2017, the Board approved an increase in the amount of \$200,000.00. This first renewal in the amount of \$100,000.00 is for the period September 23, 2019 through September 22, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

On June 9, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JUNE 9, 2016.

- | | | |
|--|----------------|---------|
| 4. PVS TECHNOLOGIES, INC. | \$3,500,000.00 | Renewal |
| Contract No. B50004332 - Ferric Chloride for Wastewater Treatment Plants - Department of Public Works, Wastewater Facilities - P.O. No.: P533569 | | |

On November 18, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained four renewal options. Subsequent actions have been approved and three renewal options have been exercised. This final renewal in the amount of \$3,500,000.00 is for the period November 18, 2019 through November 17, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 29, 2015, it was determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON SEPTEMBER 29, 2015.

- | | | |
|---|--------------|---------|
| 5. S. FREEDMAN AND SONS,
INC. | \$ 20,000.00 | Renewal |
| Contract No. B50004705 - Restroom Paper and Soap Supplies for Baltimore Convention Center - P.O. No.: P537199 | | |

On October 12, 2016, the Board approved the initial award in the amount of \$178,000.00. The award contained three 1-year

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

renewal options. This first renewal in the amount of \$20,000.00 is for the period November 1, 2019 through October 31, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 21, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JULY 21, 2016.

- | | | |
|--|---------------------|----------------|
| 6. <u>MISSON MEDIA, LLC</u>
Contract No. 06000 - CharmTV Website Hosting Service Level Agreement - Mayor's Office of Cable and Communications - P.O. No.: P539936 | <u>\$ 16,800.00</u> | <u>Renewal</u> |
|--|---------------------|----------------|

On June 7, 2017, the Board approved the initial award in the amount of \$16,800.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This first renewal in the amount of \$16,800.00 is necessary to continue to provide support of the website hosting platform. The period of the renewal is June 9, 2019 through June 8, 2020, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|---|----------------|----------------|
| 7. <u>LAW ENFORCEMENT SYSTEMS, LLC</u>
Contract No. B50003696 - Driver Motor Vehicle Information - Department of Finance - P.O. No.: P528925 | <u>\$ 0.00</u> | <u>Renewal</u> |
|---|----------------|----------------|

AGENDA

BOARD OF ESTIMATES

09/25/2019

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 Procurement - cont'd

On September 24, 2014, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. On August 9, 2017, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period October 1, 2019 through September 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 1, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. The services consist solely of MVA/DMV motor vehicle information research.

MWBOO GRANTED A WAIVER ON AUGUST 1, 2014.

- | | | |
|---|--------------|---------|
| 8. NATIONAL ENVIRONMENTAL,
INC. | \$ 50,000.00 | Renewal |
| Contract No. B50005490 - Supply RPR Supplies to BDC Lab - Health Department - P.O. No.: P545023 | | |

On August 29, 2018, the Board approved the initial award in the amount of \$49,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$50,000.00 is for the period August 29, 2019 through August 28, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 29, 2019, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON AUGUST 29, 2019.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

9. MUNICIPAL EMERGENCY

SERVICES INC.	\$ 0.00	Renewal
Contract No. B50004326 - Turnout Gloves - Baltimore Fire Department - P.O. No.: P534042		

On December 16, 2015, the Board approved the initial award in the amount of \$83,148.00. The award contained three renewal options. Subsequent actions have been approved and two renewal options have been exercised. This final renewal in the amount of \$0.00 is for the period December 21, 2019 through December 20, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 14, 2015, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON SEPTEMBER 14, 2015.

10. RACE-PACE

INCORPORATED BALTIMORE	\$ 0.00	Renewal
Contract No. B50004810 - Maintenance and Repair of Bicycles - Baltimore Police Department - P.O. No.: P537770		

On December 8, 2016, the City Purchasing Agent approved the initial award in the amount of \$15,457.43. The award contained two renewal options. On November 7, 2018, the Board approved the first renewal in the amount of \$25,000.00. This final renewal in the amount of \$0.00 is for the period December 8, 2019 through December 7, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. Award was under the threshold of \$50,000.00.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

11. FISHER SCIENTIFIC
 COMPANY, LLC
 VWR INTERNATIONAL,
 LLC

\$300,000.00	Renewal
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Contract No. B50004256 - Laboratory Gases, Chemicals and Supplies - Department of Public Works, etc. - P.O. Nos.: P532977 and P532978

On October 7, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$300,000.00 is for the period October 7, 2019 through October 6, 2020.

MBE/WBE PARTICIPATION:

On August 17, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase,

MWBOO GRANTED A WAIVER ON AUGUST 17, 2015.

12. **FIRST CALL**
 UNIVAR USA, INC.

SECOND CALL
 COLONIAL CHEMICAL
 SOLUTIONS, INC.

\$3,500,000.00	Renewal
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Contract No. B50005115 - Methanol for Wastewater Treatment Plants - Department of Public Works, Water and Wastewater Back River - P.O. Nos.: P541080 and P541081

On September 27, 2017, the Board approved the initial award in the amount of \$4,500,000.00. The award contained four 1-year renewal options. On October 3, 2018, the Board approved the

AGENDA

BOARD OF ESTIMATES

09/25/2019

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 Procurement - cont'd

first renewal in the amount of \$4,000,000.00. This second renewal in the amount of \$3,500,000.00 is for the period October 1, 2019 through September 30, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 14, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON AUGUST 14, 2017.

13. EDWIN ELLIOT AND COMPANY, INCORPORATED	\$ 80,000.00	Ratification and Renewal
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Contract No. B50004627 - Original Equipment Manufacturer Actuators and Parts - Department of Public Wastewater Facilities Maintenance - P.O. No.: P536584

On August 17, 2016, the Board approved the initial award in the amount of \$150,000.00. The award contained three 1-year renewal options. On October 17, 2018, the Board approved the first renewal in the amount of \$80,000.00. This second renewal in the amount of \$80,000.00 is necessary to continue receiving special parts from the original manufacturer. The period of the ratification is August 17, 2019 through September 24, 2019. The period of the renewal is September 25, 2019 through August 16, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 24, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MAY 24, 2016.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement - cont'd

14. IMAGETREND, INC.	\$ 17,050.00	Sole Source/ Ratification and Renewal
<hr/>		
Contract No. 08000 - Electronic Patient Reporting System Hosting and Support - Baltimore Fire Department - P.O. No.: P542175		

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On January 8, 2016, the Board approved the initial award in the amount of \$16,600.00. The agreement provides for the required functional integration with the FirstWatch and Computer Aided Dispatch systems with Image Trend's electronic patient care reporting system which provides real-time validation of patient billing information so that errors will be quickly identified and corrected on the spot before EMS reimbursement is compromised. The period of the ratification is January 7, 2019 through September 17, 2019. The period of the renewal is September 18, 2019 through January 7, 2020, with one-year renewal options at the sole discretion of 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 practicable 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:

Not applicable. Initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement - cont'd

15. ADAPT PHARMA, INC.	\$1,200,000.00 <u>100,000.00</u> \$1,300,000.00	Renewal and Increase
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Contract No. 06000 - Nasal Narcan - Baltimore City Health Department, Baltimore City Fire Department and Sheriff Department - P.O. No.: P537699

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On November 30, 2016, the Board approved the initial award in the amount of \$195,950.00. Four increases have been approved. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$100,000.00 and renewal in the amount of \$1,200,000.00 make the total contract amount \$3,604,688.00. This request will provide agencies with a continuous supply of this life saving medication that stops or reverses the effects of an opioid overdose at a price equal or lower than that of the secondary market. The contract expires on November 30, 2019. The period of the renewal is December 1, 2019 through November 30, 2020 with one 1-year renewal option. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a select source procurement.

AGENDA

BOARD OF ESTIMATES

09/25/2019

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 Procurement - cont'd

16. APPLIED TECHNOLOGY

SERVICES, INC.
 DATA CONNECT ENTERPRISE,
 INC.
 DIGICON CORPORATION
 NU-VISION TECHNOLOGIES,
 LLC
 USC/CANTERBURY CORP.
 CDW GOVERNMENT, LLC
 DATA NETWORKS OF AMERICA,
 INC.
 EN-NET SERVICES, L.L.C.
 PCMG, INC.
 DALY COMPUTERS, INC.
 DISYS SOLUTIONS, INC.
 KNIGHT POINT SYSTEMS, LLC.
 STAR COMPUTER SUPPLY, LLC

	\$20,000,000.00	Increase
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Contract No. B50004090 - Network Hardware - Mayor's Office of Information and Technology, Departments of Public Works, Transportation and others - P.O. Nos.: P536793, P536792, P536791, P536790, P536789, P536788, P536787, P536786, P536785, P536784, P536783, P536782 and P536772

On August 17, 2016, the Board approved the initial award in the amount of \$20,000,000.00. This increase in the amount of \$20,000,000.00 is necessary to continue maintaining and upgrading the City's network infrastructure (e.g. servers, storage area networks, etc.).

MBE/WBE PARTICIPATION:

On November 18, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

17. KERSHNER ENVIRONMENTAL	\$ 0.00	Sole Source
TECHNOLGOIES, LLC Contract NO. 08000 - Furnish and Deliver Chlorination and De-Chlorination Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P536975		

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On September 14, 2016, the Board approved the initial award in the amount of \$400,000.00. The award contained three 1-year renewal options. On October 3, 2018, the Board approved the first renewal in the amount of \$200,000.00. This is a contract for proprietary OEM Severn Trent/DeNova Water Technology parts for the water treatment facilities. This second renewal in the amount of \$0.00 is for the period September 14, 2019 through September 13, 2020, with one 1-year renewal option remaining. 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 practicable 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:

Not applicable. This meets the requirement for certification as a sole source procurement as this is proprietary parts and services only available from the vendor and not available from subcontractors.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

18. THE GOOD SHEPHERD		Ratification
SEPTIC SERVICE, INC.	\$ 0.00	and Extension
Contract No. B50003835 - Septic Tank Pumping and Disposal Services - Department of Public Works, Solid Waste - P.O. No.: P529406		

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On December 10, 2014, the Board approved the initial award in the amount of \$60,000.00. The award contained three renewal options. Three renewal options have been exercised. A ratification and extension is necessary to continue the septic tank pumping and disposal services for the Bureau of Solid Waste pending a new solicitation. The contract expired on December 31, 2018. The period of the ratification is January 1, 2019 through September 24, 2019. The period of the extension is September 25, 2019 through March 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 1, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON OCTOBER 1, 2014.

19. SECURITY EQUIPMENT		
CO.	\$ 30,000.00	Extension
Contract No. B50003093 - STIHL Landscaping Equipment and Replacement Parts - Recreation and Parks, Departments of Transportation and Public Works - P.O. No.: P524915		

AGENDA

BOARD OF ESTIMATES

09/25/2019

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 Procurement - cont'd

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On September 18, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained four renewal options. Four renewal options have been exercised. This extension in the amount of \$30,000.00 is necessary to continue services until a new contract is awarded. The contract expired on September 17, 2019. The period of the extension is September 18, 2019 through March 17, 2020.

MBE/WBE PARTICIPATION:

On July 23, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JULY 23, 2019.

- 20. GRAYBAR ELECTRIC COMPANY, INC.
- PRODUCT DISTRIBUTION COMPANIES, INC.
- IDEAL ELECTRICAL SUPPLY CORPORATION

\$ 0.00	Extension
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Contract No. B50003818 - Electrical Supplies - Citywide - P.O. Nos.: P529433, P529434 and P529435

This meets the condition that there is no advantage in seeking competitive responses.

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On November 19, 2014, the Board approved the initial award in the amount of \$2,652,300.00. The award contained a renewal option. Subsequent actions have been approved. An extension is necessary to support the B'More Bright Project and continue the procurement of electrical supplies, material and tools for the City. The period of the extension is November 19, 2019 through May 18, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 15, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON OCTOBER 15, 2014.

21. AMERICAN RAMP	38,048.02	Selected
COMPANY		Source
Contract No. 06000 - Mobile Pump Track - Department of Recreation and Parks - Req. No.: R835854		

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

The procurement of the Speed Ring Plus and Trailer transportable equipment is to provide entertainment and recreational activities in undeserved areas of the City. This item may be easily set up by the City staff for events, and then disassembled and transported to the next event. This item

AGENDA

BOARD OF ESTIMATES

09/25/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement - cont'd

will be used as part of the Mayor's Violence Reduction Initiative Program. This display model will be used as part of the 2019 National Recreation and Parks Association Conference in Baltimore City. The City will receive a significant discount for purchasing the display model at the end of the conference.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

09/25/2019

Bureau of Procurement - Donation of Excess Property

ACTION REQUESTED OF B/E:

The Board is requested to approve a donation of excess property to Howard County's Department of Fire and Rescue Services.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Mayor's Office of Emergency Management desires to transfer a 2006 Softside 48' Trailer and a 2006 Freightliner Columbia 120 to the Howard County Department of Fire and Rescue Services. These items were purchased from the Urban Areas Security Initiative (UASI) grant for the Urban Search and Rescue, which was dismantled a few years ago.

Per of the Code Federal Regulations, any surplus items that are purchased with UASI funds must be offered to other UASI jurisdictions.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

122 - 125

to the low bidder meeting specifications,
for the reasons stated.

In connection with the Transfer of Funds,
pursuant to Charter provisions, a report has
been requested from the Planning
Commission, the Director of Finance
having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

09/25/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office
of Engineering and Construction

- 1. SC 940, Sanitary Sewer Northeast Remsco \$44,299,811.00
Collection System Construction Inc.
Improvements in the
High Level Sewershed

DBE PARTICIPATION:

Northeast Remsco Construction, Inc. has complied with the DBE goals. As part of their bid Northeast Remsco Construction, Inc. has committed to utilize the following:

DBE/MBE:	Daco Construction Corp.	\$7,111,000.00	16.05%
	The Vann Organization, Inc.	25,000.00	.06%
	JJ Adams Fuel Oil Co., LLC	582,895.00	1.32%
	East Bay Construction & Services 1, LLC	52,000.00	.12%
	Bryant Associates, Inc.	125,000.00	.28%
	TOTAL MBE:	\$7,895,895.00	17.82%

DBE/WBE:	Empire Landscape, LLC	\$420,000.00	.95%
	TFE Resources	51,000.00	.12%
	Atlantic Traffic Safety, Inc.	450,000.00	1.02%
	Fallsway Construction Co., LLC	920,295.00	2.08%
	PDK Commercial Photographers,LTD/DBA Bernstein Associates	10,000.00	.02%
	JEM Enterprises, Inc. t/a Globe Sanitation	10,000.00	.02%
	R&R Contracting Utilities, Inc.	975,000.00	8.97%
	ED Wean Drilling & Blasting, LLC	1,150,000.00	2.60%

AGENDA

BOARD OF ESTIMATES

09/25/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

Foundation Test Group, Inc.	50,000.00	.11%
Century Fence Construction, Inc.	<u>7,000.00</u>	<u>.02%</u>
TOTAL WBE: \$7,043,295.00		15.90%

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 5,760,000.00 (State Revenue)	9956-904620-9549 (Sewer System Rehab - High Level)	
18,967,000.00 (State Water Quality Revenue)	" "	
25,276,639.38 (Wastewater Revenue Bond)	" "	
\$50,003,639.38	-----	9956-906647-9551-6

The transfer will provide funds to cover the costs of SC 940, Sanitary Sewer Collection System Improvements in the High Level Sewershed.

(The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.)

A PROTEST WAS RECEIVED FROM WILLIAMS MULLEN ON BEHALF OF SPINIELLO COMPANIES, INC.

A RESPONSE TO THE PROTEST OF SPINIELLO COMPANIES, INC. WAS SUBMITTED BY NORTHEAST REMSCO CONSTRUCTION, INC.

AGENDA

BOARD OF ESTIMATES

09/25/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

2. B50005834, Polyethylene Liners Fordian Packing, Ltd. \$ 574,320.00

(Recreation & Parks,
Dept. of General
Services)

MWBOO GRANTED A WAIVER ON FEBRUARY 21, 2019.

3. B50005884, Steel Products D-S Pipe & Steel Supply, LLC \$ 574,320.00

(Dept. of General
Services, Fleet
Management)

MWBOO GRANTED A WAIVER ON APRIL 25, 2019

4. B50005755, Heavy Duty Manual Trans. & Differentials and Rebuilt Heavy Duty Manual Trans. and Differentials Holabird Enterprises of Maryland, Inc. \$2,000,000.00

(Dept. of General
Services, Fleet
Management)

MWBOO GRANTED A WAIVER ON JUNE 10, 2019.

AGENDA

BOARD OF ESTIMATES

09/25/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

5. B50005822, Provide Husky Envelop \$ 163,782.00
Water Bill Envelops Products

(Dept. of Public
Works)

MWBOO GRANTED A WAIVER ON JUNE 4, 2019.

6. B50005838, Automotive \$ 500,000.00
Radiators & Heaters Cummins Cooling
Products, Inc.

(Dept. of General
Management) A B C Radiator &
Welding Cor-
poration

MWBOO GRANTED A WAIVER ON APRIL 29, 2019.

7. B50005840, OEM Parts \$ 500,000.00
and Service for FIRST CALL
Mack Trucks

(Dept. of General Waste Equipment
Sales and Service
Services, Fleet LLC
Management)

SECOND CALL

Baltimore Truck
Center, Inc.

MWBOO GRANTED A WAIVER JULY 23, 2019.

AGENDA

BOARD OF ESTIMATES

09/25/2019

Mayor's Office of Homeless Services - Correction to
Provider Agreement

ACTION REQUESTED OF B/E:

The Board of Estimates is requested to approve a correction to the contract number from Contract No. 38471 to Contract No. 39267 for the Provider Agreement with Health Care for the Homeless, Inc.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On January 16, 2019, the Board approved Contract No. 38471 as submitted on the Board memo. By inadvertence, the incorrect contract number was assigned to the contract. The correct contract number is 39267.

The terms and conditions of the original Provider Agreement will remain the same. The correction is needed to process program expenditure reimbursement.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL MATTERS

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

128 - 130

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.

PERSONNEL

Baltimore City Sheriff

1. Adjust the salary for the following classification, effective July 1, 2019:
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Classification: Sheriff
 Job Code: 01410
 Grade: 86E (\$143,581.00)
 Position No: 86E (\$146,694.00)

Costs: \$5,000.00 - 1001-000000-1182-1388000-601001

The compensation for the Baltimore City Sheriff requires a fixed relationship to the Police Colonel classification, grade 86P. The Sheriff's salary is continually monitored and adjusted when necessary to avoid conflict with the statutory requirements. The Fraternal Order of Police approved contract provided their members a COLA effective July 1, 2019. Therefore, the Sheriff salary requires an adjustment to maintain a fixed relationship with the Police Colonel classification.

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

City Council

2. Create the following ten positions:

Classification: Council Assistant
 Job Code: 10011
 Grade: 084 (\$37,741.00 - \$45,044.00)
 Position Nos.: To be assigned by BBMR

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

City Council - cont'd

Costs: \$599,240.00 - 1001-000000-1000-106300-601001
1001-000000-1000-106400-601001
1001-000000-1000-106600-601001
1001-000000-1000-106700-601001
1001-000000-1000-106800-601001
1001-000000-1000-107000-601001
1001-000000-1000-107100-601001
1001-000000-1000-107400-601001
1001-000000-1000-106500-601001
1001-000000-1000-107600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Baltimore City Health Department

	<u>Rate of Pay</u>	<u>Amount</u>
3. MARY ELIZABETH MURPHY	\$10.10	\$13,332.00

Account: 6000-607620-3110-306700-601009

Ms. Murphy will continue to work as a Contract Services Specialist II. She will be responsible for assisting with Intake and Referrals, answering telephones, referring calls to proper stations; distributing documents to program staff; filing invoices and client records; monitoring incoming and outgoing faxes. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

09/25/2019

PERSONNEL

Mayor's Office of Public Affairs

	<u>Rate of Pay</u>	<u>Amount</u>
4. KIRK SHANNON-BUTTS	\$42.00	\$51,954.00

Account: 1001-000000-1250-775200-601009

Mr. Shannon-Butts will continue to work as a Contract Services Specialist II for the Mayor's Office. He will be responsible for planning and curating a minimum of six exhibitions per year - exhibits will include City Hall north and south gallery and art installations on War Memorial Plaza; scouting artists; writing press releases and press kits; writing exhibition didactic, reviewing artists information and exhibition collateral; installing and de-installing art; acquiring all artist assets; trafficking (receiving and returning) all exhibition materials and assets; managing opening reception from start to finish: Leading gallery social media voice and content via Social Media Manager; directing campaigns and promotional pieces via Graphic Designer; establishing digital footprint; creating database and providing exhibition dates for official Events calendar and courting/inviting/attracting the lunch crowd, millennials, cultural sect, downtown dwellers, academics and Baltimore residents with stellar exhibitions, installations, program and events. This is a 40% increase in the hourly rate from the previous contract. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

09/25/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Employees' Retirement System</u>			
1. Joan M. Pratt	16 th Annual Public Pension Financial Forum (P2F2) Conference Salt Lake City, UT October 19 - 23, 2019 (Reg. Fee \$425.00)	Special Funds-ERS	\$2,435.00

The subsistence rate for this location is \$181.00 per day. The hotel cost is \$199.00 per night. The Employees' Retirement System is requesting additional subsistence of \$18.00 per day, totaling \$72.00 to cover the hotel costs and \$40.00 per day, totaling \$160.00 to cover meals and incidental expenses. The additional \$232.00 has been added to the total.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or if it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

Department of Recreation and Parks

2. Ashley Bowers	2019 North American Invasive Species Management Association - New York Invasive Species Research Saratoga Springs, NY Sept. 29 - Oct. 3, 2019 (Reg. Fee \$0.00)	General Funds	\$ 776.48
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AGENDA

BOARD OF ESTIMATES

09/25/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			

Ms. Bowers will travel by City vehicle to and from the event. Ms. Bowers paid the cost of the hotel including taxes. She will therefore be disbursed \$776.48.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

Department of Planning

3. Walter W. Gallas	National Alliance of Preservation Commissions Board Meeting Tacoma, WA Sept. 26 - 29, 2019 (Reg. Fee \$0.00)	General	\$1,125.67
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The subsistence rate for this location is \$192.00 per day. The hotel cost is \$159.00 per night, plus hotel taxes of \$22.67 per night. The Department is requesting additional subsistence in the amount of \$7.00 per day for meals and incidentals.

Mr. Gallas personally incurred the cost of the airfare and hotel costs. Therefore, Mr. Gallas will be disbursed \$1,125.67.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

AGENDA

BOARD OF ESTIMATES

09/25/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Housing and Community Development</u>			
4. Susan Moriarty	APA Maryland 2019 Biennial Conference Flintstone, MD Oct. 6 - 8, 2019 (Reg. Fee \$350.00)	Federal Community Develop- ment Grant	\$ 875.16

The subsistence rate for this location is \$149.00 per night. The Hotel cost is \$119.00 per night, plus hotel taxes of \$9.52 per night, tourism fee of \$3.00 per night and resort fee of \$15.00 per night. The Department is requesting an additional \$10.00 per day for meals and incidentals. The registration fee of \$350.00 was prepaid on a City-issued procurement card assigned to Ms. Elaine Harder. Therefore, Ms. Moriarty will be disbursed \$526.16.

Baltimore Police Department

5. Michael Sullivan	International Association of Chiefs of Police Annual Conference Chicago, IL Oct. 26 - 27, 2019 (Reg. Fee \$425.00)	Asset Forfeiture Funds	\$1,781.39
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The subsistence rate for this location is \$299.00 per night. The cost of the hotel is \$269.00 per night plus taxes of \$46.81 per night. The Department is requesting additional subsistence of \$10.00 per day for meals and incidentals.

The hotel cost of \$807.00, hotel tax of \$140.43, airfare cost of \$228.96, and registration cost of \$425.00 were prepaid using a City-issued credit card assigned to Mr. Tribuhvan Thacker. Therefore, the disbursement to Mr. Sullivan is \$180.00.

AGENDA

BOARD OF ESTIMATES

09/25/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department - cont'd</u>			
6. Gary Cordner	International Association of Chiefs of Police Annual Conference Chicago, IL Oct. 24 - 28, 2019 (Reg. Fee \$0.00)	Non-City Funds	\$ 0.00

The National Institute of Justice will pay the cost of registration, airfare, ground transportation, hotel accommodations, and meals during the forum. City funds will not be expended.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

7. James Rhoden	Police Captain Assessment Center Charlotte, NC Sept. 29 - Oct. 4, 2019 (Reg. Fee \$0.00)	Non-City Fund	\$ 0.00
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The Charlotte-Mecklenburg Police Department will pay the cost of registration, airfare, ground transportation, hotel accommodations, and meals during the forum. City funds will not be expended.

AGENDA

BOARD OF ESTIMATES

09/25/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Finance/Bureau of Revenue Collections</u>			
8. Dorothy Reed	Harris Customer Training Conference Oct. 8 - 11, 2019 Denver, CO (Reg. Fee \$0.00)	Travel Funds	\$1,494.96

The subsistence rate for this location is \$257.00 per night. The hotel cost of \$527.00 and hotel tax of \$83.00 were prepaid using a City-issued procurement card assigned to Robert Cenname. Therefore, the disbursement to Ms. Reed is \$304.00.

Department of Finance/Project Management

9. William Clinton	Workday Human Capital Management Training Atlanta, GA Oct. 14 - 18, 2019 (Reg. Fee: \$0.00)	Travel Funds	\$1,314.91
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The subsistence rate for this location is \$225.00 per night.

The airfare of \$241.96, the total hotel costs of \$550.00, the total hotel taxes of \$92.95, and the total occupancy taxes of \$20.00 have been prepaid on a City issued credit card assigned to Mr. Robert Cenname. Therefore, Mr. Clinton will be disbursed \$410.00.

AGENDA

BOARD OF ESTIMATES

09/25/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of General Services</u>			
10. Rick Opitz	International Construction and Utility Equipment Expo Louisville, KY Oct. 1 - 3, 2019 (Reg. Fee: \$39.00)	Internal Service Fund	\$1,314.96

The subsistence rate for this location is \$183.00 per night. The cost of the hotel is \$215.00 per night, plus hotel taxes of \$34.55 per day.

The cost of the airfare is \$636.86 and the registration fee is \$39.00. The Department is requesting additional subsistence in the amount of \$32.00 per day for the hotel and \$40.00 per day for meals and incidentals. Therefore, Mr. Opitz will be disbursed \$1,314.96.

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

Office of the State's Attorney for Baltimore City

11. Aisha Hilliard	Maryland Human Trafficking Investigators Seminar Ocean City, MD Apr. 15 - 18, 2018 (Reg. Fee \$0.00)	Asset Forfeiture Funds	\$ 588.86
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Ms. Hilliard traveled to Ocean City, Maryland to attend the Maryland Human Trafficking Investigators Seminar on April 15 - 18, 2018.

The subsistence rate for this location was \$172.00 per night. The cost of the hotel was \$92.00 per night, plus hotel taxes of \$29.66 per night.

AGENDA

BOARD OF ESTIMATES

09/25/2019

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Office of the State's Attorney for Baltimore City - cont'd</u>			

The hotel costs and the hotel taxes were prepaid by a City-issued credit card assigned to Ms. Robin Haskins. Ms. Hilliard personally incurred the cost of meals and incidentals and ground transportation. Therefore, the reimbursement to Ms. Hilliard is \$223.88

TRAVEL REIMBURSEMENT

\$ 84.36 - Meals and incidentals
139.52 - Ground transportation
\$223.88 - Total

This request is late because of delays in the administrative approval process.

12.	Tonya Bland	National Domestic Violence Prosecu- tion Conference Kansas City, MO June 5 - 8, 2018 (Reg. Fee \$295.00)	Federal Asset Forfei- ture Funds	\$1,242.55
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Ms. Bland traveled to Kansas City, Missouri to attend the National Domestic Violence Prosecution Conference on June 5 - 8, 2018.

The subsistence rate for this location was \$185.00 per night. The cost of the hotel was \$121.00 per night, plus hotel taxes of \$22.45 per night.

The airfare of \$342.77, the hotel costs and the hotel taxes were prepaid by a City-issued credit card assigned to Ms. Robin Haskins. The registration fee was prepaid by a City-issued credit card assigned to Ms. Timi Roberts. Ms. Bland personally incurred the cost of meals and incidentals and ground transportation. Therefore, the reimbursement to Ms. Bland is \$174.43.

AGENDA

BOARD OF ESTIMATES

09/25/2019

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Office of the State's Attorney for Baltimore City - cont'd</u>			

TRAVEL REIMBURSEMENT

\$139.83 - Meals and incidentals
34.60 - Ground transportation
\$174.43 - Total

This request is late because of delays in the administrative approval process.

13. Mark Jaskulski	Maryland Human Trafficking Investigators Seminar April 15 - 18, 2019 Ocean City, MD (Reg. Fee \$0.00)	Asset Forfeiture	\$ 267.15
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On April 15 - 18, 2019, Mr. Jaskulski traveled to Ocean City, MD to attend the Maryland Human Trafficking Investigators Seminar. The attendee did not need accommodations, and is only requesting subsistence of \$40.00 per day for meals and incidentals. Therefore, the reimbursement to Mr. Jaskulski is \$267.15.

This request is late because of the administrative review process. The Department apologizes for the delay. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$147.15 - Mileage
120.00 - Food
\$267.15

AGENDA

BOARD OF ESTIMATES

09/25/2019

RETROACTIVE TRAVEL APPROVAL

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Office of Council President</u>			
14. Sharon Green-Middleton	Maryland Association of Counties Ocean City, MD Aug. 14 - 17, 2019 (Reg. Fee \$325.00)	Elected Officials Expense Account	\$1,475.21

On August 14 - 17, 2019, Ms. Green-Middleton traveled to Ocean City, MD to attend the Maryland Association of Counties. The allowed subsistence rate for this location is \$311.00 per day.

The cost of the hotel for August 14 - 16, 2019 was \$299.00 per night, hotel tax of \$13.46 per night, and safe fee of \$1.41 per night.

The cost of the hotel for August 17, 2019 was \$320.00, the hotel tax was \$13.47, and the safe fee was \$1.41.

The Office of the Council President is requesting additional subsistence in the amount of \$9.00 to cover the cost of the hotel and \$13.82 to cover the cost of meals and incidentals. Therefore, the disbursement to Ms. Green-Middleton is \$1,475.21.

This request is late because the prior hotel reserved for the travel was overbooked, causing late reservation for the current hotel. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$172.84 - Transportation
918.00 - Hotel
41.32 - Hotel Tax
4.23 - Safe Fee
13.82 - Meals and Incidentals
325.00 - Registration
<u>\$1,475.21</u>

AGENDA

BOARD OF ESTIMATES

09/25/2019

Health Department

RETROACTIVE TRAVEL APPROVAL

15. Vira David-Brown	2018 Pregnancy Assistance Fund Orientation Bethesda, MD Aug. 12 - 14, 2018 (Reg. Fee \$0.00)	Private Grant	\$554.80
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On August 12 - 14, 2018 traveled to Bethesda, MD to attend the 2018 Pregnancy Assistance Fund Orientation. The allowed subsistence rate for this location is \$244.00 per day. The hotel rate was \$175.00 per night, hotel taxes were \$22.75 per night. Therefore, the disbursement to Ms. David-Brown is \$554.80

This request is late because of the administrative process. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$ 43.87 - Transportation
30.00 - Parking
350.00 - Hotel
45.50 - Hotel Tax
85.43 - Meals and Incidentals
<u>\$554.80</u>

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED