

NOTICES

PROTESTS

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 12:00 NOON ON TUESDAY, PRECEDING THE BOARD OF ESTIMATES' MEETING.

ALL PROTESTS MUST BE IN WRITING AND STATE:

1. whom you represent,
2. what the issues are, and
3. how the protestant will be harmed by the proposed Board of Estimates' action.

Please submit all protests to Board of Estimates, Attn:
Clerk, Room 204 City Hall, 100 N. Holliday Street,
Baltimore, Maryland 21202.

BOARD OF ESTIMATES' AGENDA - MARCH 06, 2013

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

A2Z Environmental Group, LLC	\$ 1,500,000.00
Gabe's Services, Inc.	\$ 5,274,000.00
Holmes Lawn Care Inc.	\$ 1,500,000.00
Joseph L. Winkler Company, Inc.	\$ 2,115,000.00
Layne Inliner, LLC and Subsidiaries	\$ 81,612,000.00
Monumental Paving & Excavating, Inc.	\$ 46,944,000.00
Sparks Quality Fence Company, Inc.	\$ 756,000.00
Structural Preservation Systems, LLC	\$135,693,000.00

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:

Carroll Engineering, Inc.	Landscape Architect Engineer
CenKen Group, LLC	Engineer

AGENDA

BOARD OF ESTIMATES

03/06/2013

BOARDS AND COMMISSIONS - cont'd

Corrpro Companies, Inc.	Engineer
Environ-Civil Engineering, Ltd.	Engineer
GWWO, Inc.	Architect
SP Arch, Inc.	Architect Landscape Architect
Studio 50 Design, LLC	Architect

TRANSFERS OF FUNDS

* * * * *

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

4 - 5

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$100,000.00 MVR	9950-907312-9528 Constr. Reserve Inner Harbor Infra- structure	9950-906312-9527 Inner Harbor Infrastructure/ UT

This transfer will partially cover the costs associated with replacement of the Pedestrian Bridge between Pier IV and V at the Inner Harbor through R618116.

2. \$300,000.00 Other	9950-902436-9507 Constr. Reserve - Locust Point Access Road	9950-903085-9512 -3 Design and Study Traffic Mitiga- tion South East Zone B
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This transfer will fund the cost associated with study for Traffic Mitigation South Baltimore Middle Branch Zone B. The funding will come from the developer per the regulation of City Council Bill 11-0658.

Department of General Services

3. \$ 75,000.00 5th Public Bldg. Loan	9916-904845-9194 Capital Construction & Maintenance - Reserve	9916-908820-9197 Engine 45 Renov. - Active
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Engine 45 has been in service since 1951 and is in need of major upgrades and renovations to bring the electrical system into code compliance and to provide better facilities for the female firefighters.

This transfer will provide funds to cover half of the cost of renovations at Engine 45, as well as all associated in-house cost. Renovations will include electrical system upgrades installed throughout the station and reconfiguration of the existing bathroom into two unisex bathrooms.

AGENDA

BOARD OF ESTIMATES

03/06/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Fire Department</u>		
4. \$ 75,000.00	9920-908001-9209	9920-909204-9208
State Grant	Fire Unallotted	Engine 45 Renov.
	- Reserve	- Active

This transfer will provide funds to the Department of General Services on behalf of the Fire Department to cover half the cost of renovations at Engine 45, as well as all associated in-house cost. Renovations will include electrical system upgrades installed throughout the station and reconfiguration of the existing bathroom into two unisex bathrooms.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of Communication Services - Telecommunications
Billing Audit

The Board previously approved an agreement with HPA Consulting Group, Inc. to audit existing telecom invoices as the first phase of reducing telecommunication expenses.

The Board is requested to **NOTE** receipt of the HPA Consulting Group, Inc. Telecommunications Audit Results for the City of Baltimore.

EXTRA WORK ORDER

* * * * *

The Board is requested to approve
the Extra Work Order
as listed on the following page:

8

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

EXTRA WORK ORDER

<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>

Bureau of Water and Wastewater

1. EWO #022, \$54,532.00 - WC 1168, Deer Creek Pumping Station Improvements				
\$23,320,000.00	\$ 561,219.47	Ulliman Schutte Construction, LLC	0	51

AGENDA

BOARD OF ESTIMATES

03/06/2013

CITY COUNCIL BILL:

13-0184 - Acquisition of Property - 4629 Liberty Heights Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to acquire, by purchase or condemnation, the fee simple or other interests in certain property known as 4629 Liberty Heights Avenue (Ward 28, Section 3, Block 8297, Lot 1), and needed for extinguishment of a restrictive covenant; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Parking Authority of - First Amendment to Parking
Baltimore City (PABC) Agreement and Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Parking Agreement and Lease with Whitman, Requardt and Associates, LLP. (WRA). The First Amendment to Parking Agreement and Lease extends the period of the agreement for an additional 10 years through December 31, 2032.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

There will be no expenditure of funds from the City or the PABC resulting from the amendment. The City currently receives approximately \$240,042.00 annually from the WRA for the use of the Caroline Street Garage parking spaces pursuant to the original agreement approved by the Board on November 8, 2000 and this payment will increase in future years.

The City's Caroline Street Garage was developed in large part to facilitate the retention of the WRA offices in Baltimore City. The WRA constructed new office space two doors north of the Caroline Street Garage located at 805 Caroline Street while the Garage was under construction with completion in December of 2002. The WRA was a leader in the renaissance of Baltimore's eastside. The WRA is still the primary user of the Caroline Street Garage and with this amendment will continue to serve as an anchor to Baltimore's eastside for many years to come.

APPROVED FOR FUNDS BY FINANCE

(The first amendment to parking agreement and lease has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of Audits - Audit Report and Related Audit Digest

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

Audit of the Comprehensive Annual Financial Report of the Fire and Police Employees' Retirement System Fiscal Year Ended June 30, 2012.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Baltimore Police Department - Payment of Back Salary

The Board is requested to approve and authorize payments of back salary for the following Baltimore City Police Officer:

1. Antonio D. Green \$ 31,842.89

Account: 1001-000000-2041-195500-601062

Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge No. 3, Mr. Green is entitled to receive back pay for the period he was suspended without pay.

The back pay represents the amount of salary that Mr. Green would have earned for the period of October 27, 2011 through July 26, 2012, less other salary he earned during that time period.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

03/06/2013

Mayor's Office of Human Services (MOHS) - Agreements

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

1. **ST. VINCENT DEPAUL SOCIETY OF BALTIMORE, INC. \$104,566.00**

Account: 4000-496212-3572-591429-603051

The organization will use the funds to pay for personnel who provide supportive service for 20 homeless men. The services include case management, counseling, and linkages to addiction counseling, education/literacy resources, and life skills training, etc. The period of the agreement is December 1, 2012 through November 30, 2013.

MWBOO GRANTED A WAIVER.

2. **ST. VINCENT DEPAUL SOCIETY OF BALTIMORE, INC. \$388,322.00**

Account: 4000-496212-3573-267829-603051

The organization will utilize the funds to offset the costs of leases and staff salaries to provide housing and support services to 32 chronically homeless men and women. Services will include counseling, crisis-intervention, information, health, legal and mental health services, referrals and meals. The period of the agreement is October 1, 2012 through September 30, 2013.

MWBOO GRANTED A WAIVER.

3. **ST. VINCENT DEPAUL SOCIETY OF BALTIMORE, INC. \$ 14,651.00**

Account: 5000-525113-3573-333729-603051

The organization will utilize the funds to offset staff salaries to provide support services to 32 chronically homeless men and women. Services include counseling, crisis intervention, information, health, legal, and mental health services, as well as referrals and meals. The period of the agreement is July 1, 2012 through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

03/06/2013

MOHS - cont'd

4. **ST. VINCENT DEPAUL SOCIETY OF BALTIMORE, INC. \$164,207.00**

Accounts: 4000-480013-3572-333629-603051 \$ 1,848.00
 4000-480013-3572-333629-603051 \$162,359.00

The organization will utilize the funds to offset operation and staffing costs to provide supportive services to 60 homeless individuals or families. Services will include housing relocation and stabilization services and short/medium term rental assistance. The period of the agreement is July 1, 2012 through June 30, 2013.

MWBOO GRANTED A WAIVER.

The agreements are late because of a delay 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

03/06/2013

Department of Planning - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement between the Mayor and City Council of Baltimore and Blue Water Baltimore (BWB). The period of the agreement is effective upon Board approval through October 31, 2013.

AMOUNT AND SOURCE OF FUNDS:

\$27,880.00 - 9905-922004-9188-900000-709047

BACKGROUND/EXPLANATION:

BWB is a non-profit that has previously contracted with the City to provide restoration services to Baltimore City Public School grounds by removing impervious services and installing rain gardens and other conservation landscaping in partnership with school programs. Under this agreement, BWB will run a program to remove impervious surface and install bio-retention areas at city public schools. They will also work with students, schools, and teachers at three city public schools to remove 0.3 acres of impervious surface and install 2,380 square feet of bio-retention in the form of native rain gardens, which will result in the annual removal of up to 380,000 gallons of storm water per year from Baltimore City's storm drain system.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - Agreements and a Memorandum of Understanding

The Board is requested to approve and authorize execution of the various agreements and a memorandum of understanding.

1. **GREENMOUNT SENIOR CENTER, INC. \$ 74,889.00**

Accounts: 4000-433513-3024-295909-603051 \$ 44,889.00
 4000-436113-3255-316200-603051 \$ 30,000.00

The Greenmount Senior Center, Inc. will operate a senior program that will serve as the focal point for seniors and their caregivers. Services will include but are not limited to transportation, social, recreational and educational programs, information and assistance, outreach, and wellness. The period of the agreement is October 1, 2012 through September 30, 2013.

The agreement is late because the Health Department was waiting on a final budget and signatures from the provider.

MWBOO GRANTED A WAIVER.

2. **MAYOR'S OFFICE OF EMPLOYMENT DEVELOPMENT \$177,792.00**
(MOED)

Accounts: 5000-518613-3160-308000-603051 \$ 88,896.00
 4000-497210-3160-308600-603051 \$ 88,896.00

The MOED will hire a Career Navigator to work with the Operation Safe Kids Program. This individual will offer employment skills needs assessments, training in employment skills and connection to vocational programs and job opportunities in order to provide the youth and their families with the necessary tools to seek, gain and maintain employment. The period of the agreement is January 1, 2013 through September 30, 2013.

The agreement is late because of budget revisions.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Dept. - cont'd

3. **MARYLAND ASSOCIATION OF NON-PROFIT ORGANIZATIONS, INC.** **\$ 35,000.00**

Account: 6000-619713-3001-599000-406001

The organization will provide comprehensive strategic planning assistance including gathering relevant data, facilitating meetings of decision-makers and staff, and drafting the strategic plan. The period of the agreement is January 15, 2013 through August 15, 2013.

The agreement is late because the Department was waiting for approval of the funding/grant agreement with the National Association of County and City Health Officials that was approved on January 23, 2013.

4. **JOHNS HOPKINS UNIVERSITY** **\$260,000.00**

Account: 4000-497313-3041-688202-603051

The JHU's Division of Gastroenterology and Hepatology will provide clinical services to clients referred by the BCHD. The JHU will screen up to 200 clients for colorectal cancer. The period of the agreement is July 1, 2012 through June 30, 2013.

The agreement is late because the signatory changed after the agreement was first submitted to the JHU.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Dept. - cont'd

SENIOR COMPANION PROGRAM

- | | | | |
|----|---|-----------|-------------|
| 5. | HEALTH CARE FOR THE HOMELESS, INC. | \$ | 0.00 |
| 6. | READING PARTNERS, INC., a/k/a READING PARTNERS | \$ | 0.00 |

The above-listed organizations will serve as Volunteer Stations for the Senior Companion Program. Through a grant from the Corporation for National and Community Services, the Department sponsors the Senior Companion Program. The grant pays for 100% of the cost of Senior Companions to volunteer to assist special needs clients who want to remain in their homes. While the senior companions are on duty, the grant provides for their life insurance, transportation and other benefits. The period of the agreement is November 1, 2012 through June 30, 2013.

The agreements are late because the original copies sent to the provider were lost and the Health Department had to send new copies.

MEMORANDUM OF UNDERSTANDING (MOU)

- | | | |
|----|---|---------------------|
| 7. | MARYLAND DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES, COMMUNITY SUPERVISION (DPSCS-CS) | \$590,000.00 |
|----|---|---------------------|

Account: 5000-531113-3070-518500-405001

The purpose of this MOU is to establish the terms and conditions of the award from the DPSCS-CS to the Department for substance abuse services. The Department as the fiscal administrator will contract with the Baltimore Substance Abuse Systems to administer substance abuse treatment services to certain offenders in the criminal justice system. The period of the MOU is July 1, 2012 through June 30, 2013.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Dept. - cont'd

The MOU is late because revisions delayed processing. The MOU was prepared by the Department of Public Safety and Correctional Services.

APPROVED FOR FUNDS BY FINANCE

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

(The agreements and memorandum of understanding have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - State Fiscal Year 2014 Ryan White Part D
Program Request for Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve the State Fiscal Year 2014 Ryan White Part D Program Request for Proposal (RFP). The period of the RFP is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$902,452.00 - 4000-425614-3023-599600-404001

BACKGROUND/EXPLANATION:

All Part D funds awarded through this RFP will be administered through the Health Department (excluding those awarded through the University of Maryland). The Part D service contracts are granted annually and are contingent upon performance and continued funding from the U.S. Department of Health and Human Services, Health Resources and Services Administration, each year.

Part D of the Ryan White Act establishes grants for Coordinated Service and Access to Research for Women, Infants, Children, and Youth. The purpose of this funding is to improve access to primary medical care and support services for HIV-infected women, infants, children, and youth through the provision of coordinated comprehensive, culturally, and linguistically competent family-centered services.

Approval of this RFP will allow the Department, in conjunction with the Maryland Department of Health and Mental Hygiene, Prevention and Health Promotion Administration, to establish the application process and ensure fair and equitable distribution of funds to the receiving organizations. These organizations will submit proposals and bids for funding to provide services

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - cont'd

delineated under the RFP's various categories: Outpatient/Ambulatory Health Services, Medical Case Management (including Treatment Adherence), Non-Medical Case Management, Psychosocial Support, and Youth Initiative. These services will benefit the needs of individuals with HIV/AIDS-related conditions in Baltimore City for the State Fiscal Year 2014.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - Ratification of Agreements

The Board is requested to ratify the following agreements and authorize payment to the organizations:

1. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$56,910.00**

Account: 4000-427613-3042-599601-603051

On December 6, 2012, the Health Department program manager requested an agreement with the JHU to provide Ryan White Part D - HIV Youth Initiative Program services. The agreement was for the period July 1, 2012 through September 30, 2012.

The agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) program-matically manages the Ryan White Part D - Youth Initiative grant. The IDEHA had not sufficiently funded this grant. This grant was supplemented on November 8, 2012 to initiate the JHU contract. The letter of increased award was received by the Department on December 6, 2012.

2. **PARK WEST HEALTH SYSTEMS, INC.** **\$17,500.00**

Account: 4000-422313-3023-294201-603051

On December 20, 2012, the Health Department program manager requested an agreement with the organization to provide Prevention Services - Expanded Targeted Outreach. The period of the agreement was July 1, 2012 through September 30, 2012.

Because of the day-to-day workload the contract was not requested until December 21, 2012. It was prepared on January 9, 2013 after the period of the services expired. The Department apologizes for the lateness.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - cont'd

3. **CHASE BREXTON HEALTH SERVICES, INC.** **\$50,000.00**

Account: 4000-499012-3030-513200-603051

On January 8, 2013, the Health Department program manager requested an agreement with the organization for HIV Prevention - Counseling, Testing and Referral services. The period of the agreement was July 1, 2012 through December 31, 2012.

4. **TOTAL HEALTH CARE, INC.** **\$34,271.00**

Account: 4000-499012-3030-513200-603051

On January 14, 2013, the Health Department's Program Manager requested an agreement with the organization for Targeted Outreach & HIV Testing for High-Risk Heterosexuals in Baltimore City. The period of the agreement was July 1, 2012 through September 30, 2012.

The agreements are late because 2012 was the first year of direct funding from the Centers for Disease Control to the City of Baltimore. These vendors had historically been funded by the State of Maryland. Lack of clear guidance on how to handle the transition from State to City-funded delayed the initiation of contracts and compliance with new documentation requirements from the City further lengthened delays. The existing issues have been addressed and should not delay the contract process moving forward. The Department apologizes for the lateness.

MWBOO GRANTED A WAIVER FOR ITEM NOS. 1 AND 3.

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

03/06/2013

Health Department - Employee Expense Statements

The Board is requested to approve the expense statements for the following employees:

1. **THERESA WILLIAMS** **\$189.45**

Account: 1001-000000-3100-295900-604003
Uniform Reimbursement - February 2012

Ms. Williams submitted her expense statement within the required timeframe. However, the original statement and accompanying receipts were lost.

2. **DARLENE BLACK** **\$ 21.97**

Account: 1001-000000-3100-295900-604003
Uniform Reimbursement - August 2012

Ms. Black submitted her expense statement within the required timeframe. However, the statement was misplaced during the routing process.

The Department apologizes for the lateness.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a notification of grant award (NGA) from Maryland Department of Aging. The period of the NGA is October 1, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$329,795.00 - 6000-633512-3254-316200-404001

BACKGROUND/EXPLANATION:

This NGA is the final Fiscal Year 2012 Nutrition Service Incentive Program (NSIP) funding and reflects the Department's award based on actual Fiscal Year 2011 meal counts and the final Fiscal Year 2012 award notification. Approval of this final Fiscal Year 2012 NSIP NGA will assist the Department in providing funding for senior nutrition programs at designated meal sites or home-delivered meals.

The NGA is late because it was just received from the Maryland Department of Aging.

APPROVED FOR FUNDS BY FINANCE

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

(The notification of grant award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/06/2013

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a notification of grant award (NGA) from the Maryland Department of Aging (MDoA). The period of the NGA is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$352,550.00 - 5000-533813-3044-273300-404001

BACKGROUND/EXPLANATION:

This award will allow the Department to provide funding for services under the Money Follows the Person (MFP) - Options Counseling Program. This program helps seniors transition from a nursing facility to community living.

By acceptance of this grant the Department agrees to abide by the terms of its application for a grant to provide services for the MFP Initiative, as approved by the Department and all applicable Federal and State policies, rules and regulations.

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

APPROVED FOR FUNDS BY FINANCE

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

(The notification of grant award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/06/2013

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Prior</u>			
<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Law - Payment of Settlement</u>			
1. Deben Ventures, LLC (previous owner)	1220 N. Gay St.	L/H	\$11,833.00

On May 18, 2011, the Board approved the acquisition of the leasehold interest, by condemnation, in 1220 N. Gay Street for the amount of \$7,167.00. The former owner of the property valued the property interest at \$35,000.00. The parties agreed to settle the action for the amount of \$19,000.00. Therefore, the Board is requested to approve an additional \$11,833.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-906416-9588-900000-704040, EBDI Project, Phase II area.

AGENDA

BOARD OF ESTIMATES

03/06/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|-------------|-----------------|
| 1. SAT, INC.
Solicitation No. 08000 - Maintenance of Bronze Monuments -
Department of Planning - Req. No. R623235 | \$40,000.00 | Selected Source |
|---|-------------|-----------------|

The vendor is uniquely qualified as a conservator of outdoor monuments and has knowledge of specific conservation methods required by the City's Historic Preservation agency.

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|---|-------------|---------|
| 2. SPARKLE AND SHINE
JANITORIAL SERVICE
Solicitation No. B50001409 - Janitorial Service - Department
of Housing and Community Development - P.O. No. P516545 | \$ 6,600.00 | Renewal |
|---|-------------|---------|

On April 28, 2010, the City Purchasing Agent approved the initial award in the amount of \$6,600.00. The award contained three 1-year renewal options. On March 18, 2011, the City Purchasing Agent approved the first renewal in the amount of \$6,600.00. On January 31, 2012, the City Purchasing Agent approved the second renewal in the amount of \$6,600.00. This final renewal in the amount of \$6,600.00 is for the period May 1, 2013 through April 30, 2014.

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|---|-------------|---------|
| 3. ALTY CLEANING
SERVICE, INC.
Solicitation No. 07000 - Janitorial Services for Old Town Fire
Station - Fire Department - Req. No. P512520 | \$ 6,600.00 | Renewal |
|---|-------------|---------|

On March 10, 2010, the Board approved the initial award in the amount of \$6,600.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$6,600.00 is for the period April 1, 2013 through March 31, 2014.

AGENDA

BOARD OF ESTIMATES

03/06/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

4. LORENZ INC.	\$ 57,000.00	Increase
Solicitation No. B50001934 - Mowing of Grass Medians - Department of Transportation - P.O. No. P517625		

On July 13, 2011, the Board approved the initial award in the amount of \$887,939.49. On July 25, 2012, the Board approved a correction to the term of the award to July 14, 2014. This increase in the amount of \$57,000.00 will provide funds for extending the vendor's responsibilities at the existing locations to include weed extermination on curbs and concrete islands. This increase will make the total award amount \$944,939.49. The contract expires on July 14, 2014.

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

This is a requirements contract, therefore dollar amounts will vary.

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

MBE: 4-Evergreen Lawn Care 27%

WBE: M.R. Fouts Lawn Care 10%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/06/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|---------------------|---------|
| 5. <u>NETSMART TECHNOLOGIES, INC.</u> | <u>\$ 31,671.00</u> | Renewal |
| Solicitation No. 08000 - Software Maintenance Support - Health Department - P.O. No. P520596 | | |

On June 20, 2012, the Board approved the initial award in the amount of \$31,050.00. The award contained four 1-year renewal options. This renewal in the amount of \$31,671.00 is for the period March 21, 2013 through March 20, 2014, with three 1-year renewal options remaining.

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

Fire Department - Addendum to Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an addendum to the memorandum of understanding (MOU) between the Maryland Department of the Environment (MDE) and the Baltimore City Local Emergency Planning Committee (LEPC).

AMOUNT OF MONEY AND SOURCE:

\$1,400.00 - 5000-558813-2131-228200-405001

BACKGROUND/EXPLANATION:

On January 20, 2010, the Board approved the MOU between the MDE and the LEPC for the period of March 1, 2010 through February 28, 2015 in the not-to-exceed amount of \$10,000.00.

Under the terms of this addendum to the MOU, the additional grant funds in the amount of \$1,400.00 will be used for federally required planning and training activities for the LEPC. The period of the grant is March 1, 2013 through February 28, 2014.

The level of funding for each grant year is dependent upon the total amount of fees collected by the MDE and the number of eligible LEPCs requesting funding for that grant period not to exceed \$10,000.00 per year.

APPROVED FOR FUNDS BY FINANCE

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

(The addendum to the memorandum of understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/06/2013

Mayor's Office of - Professional Service
Employment Development (MOED) Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a professional service agreement with the Baltimore City Board of School Commissioners (BCBSC). The period of the agreement is September 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$305,289.00 - 5000-512413-6398-483200-405001

BACKGROUND/EXPLANATION:

MOED has received a grant from the BCBSC to support the implementation of Strategies to Improve Academic, Social and Career Pathway outcomes at the Reginald F. Lewis High School. MOED will use its expertise to implement and to administer the FUTURES Work dropout prevention program for youth "at risk" of dropping out.

The agreement is late because additional time was necessary to reach a comprehensive understanding that was agreeable by both parties.

APPROVED FOR FUNDS BY FINANCE

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

34 - 36

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

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

1. WC 1225R, W. Forest Park Avenue/Mohawk Avenue and Keswick Road-Water Main Replacements	Monumental Paving & Excavating, Inc.	\$ 2,728,167.55
---	--------------------------------------	-----------------

MBE: AJO Concrete Construction, Inc.	\$ 9,000.00	0.33%
T.E. Jeff, Inc.	174,480.00	6.40%*
Priority Construction Corporation	225,750.00	8.27%
	<u>\$409,230.00</u>	<u>15.00%</u>

WBE: S&L Trucking, LLC	\$136,420.00	5.00%
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*T.E. Jeff, Inc. is not in good standing with the Maryland Department of Assessments and Taxation. The bidder will be allowed to substitute an approved MBE, if T.E. Jeff, Inc. is not in good standing at the time of award.

MWBOO FOUND VENDOR IN COMPLIANCE.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
2. \$3,601,182.00	9960-909100-9558	
Water Revenue Bonds	Construction Reserve	
	Water Infrastructure	
	Rehab	
\$ 272,817.45	-----	9960-910703-9557-2
		Extra Work
272,817.00	-----	9960-910703-9557-3
		Engineering
163,690.00	-----	9960-910703-9557-5
		Inspection
2,728,167.55	-----	9960-910703-9557-6
		Construction
<u>163,690.00</u>	-----	9960-910703-9557-9
\$3,601,182.00		Administration

AGENDA

BOARD OF ESTIMATES

03/06/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater - cont'd

The funds are required to cover the cost of the award for the construction of WC 1225R, W. Forest Park/Mohawk Avenue & Keswick Water Main Replacements.

3. SC 931, Rehabilitation and Improvements to Sanitary Sewers at Various Locations	Anchor Construction Corp.	\$18,773,104.00
---	------------------------------	-----------------

MBE: R.E. Harrington Plumbing & Heating Company, Inc.	9.5%
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WBE: Barbie's Recycling & Hauling, Inc. T.F.E. Resources, Ltd.	3.00% <u>4.00%</u> 7.00%
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MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM SPINIELLO COMPANIES.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4. \$19,650,000.00	9956-903569-9549	
Wastewater	Construction Reserve	
Rev. Bonds	On Call Sanitary	
5,130,497.00	9956-933001-9549	
Wastewater	Constr. Res.	
Rev. Bonds	Unallocated	
<u>\$24,780,497.00</u>		
\$ 1,877,310.00	-----	9956-906342-9551-2
		Extra Work
1,877,310.00	-----	9956-906342-9551-3
		Engineering
1,126,386.50	-----	9956-906342-9551-5
		Inspection
18,773,104.00	-----	9956-906342-9551-6
		Construction
<u>1,126,386.50</u>	-----	9956-906342-9551-9
<u>\$24,780,497.00</u>		Administration

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater - cont'd

The funds are needed to cover the cost of the award for SC 931, Rehabilitation and Improvements to Sanitary Sewers at Various Locations.

Bureau of Purchases

5. B50002764, Boiler Repair Denver-Elek, Inc. \$302,600.00
Services

MWBO SET MBE GOALS AT 12% AND WBE GOALS AT 0%.

MBE: Affordable Plumbing, LLC 12%

MWBO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of Housing and Community Development - Grant Agreement and Declaration of Restrictive Covenants and Regulatory Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Jones Falls Mills Residences LLC (the Borrower) or an affiliate or subsidiary entity. The Board is also requested to approve and authorize execution of a declaration of restrictive covenants and regulatory agreement with Mt. Vernon Mill LLC. The period of the declaration of restrictive covenants and regulatory agreement is effective upon Board approval for 30 years.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

\$450,000.00 - 9910-907073-9588

BACKGROUND/EXPLANATION:

Mount Vernon Mill is the historic renovation/restoration of a long vacant, classic industrial mill and warehouse as well as a non-historic warehouse into a multi-purpose development, including affordable housing, office space, restaurant, and new parking. Using a combination of Federal Historic Tax Credits, New Market Tax Credits and other sources, the development team has redeveloped this approximately 230,000 square-foot structure into two complementary parts:

- 1) 51,000 square feet of affordable 'flex' office space for non-profit organizations, and
- 2) 92 one, two, and three bedroom residential units.

DHCD - cont'd

As required by the Inclusionary Housing Ordinance and as a result of a Planned Unit Development approval granted to the project in October 21, 2010, the project (the affordable units) will offer five units at rental rates affordable to households earning less than 70% of the Area Median Income (AMI).

The affordable units will include three 1-bedroom units and two 2-bedroom units. This number of units is 50% less than the amount required by the Inclusionary Housing Ordinance, which would otherwise have required ten total units to be made inclusionary. The reason for this reduction is that the Inclusionary Housing Fund was unable to provide the full amount of offset required by the Inclusionary Housing Ordinance and so, as it intends, the Project was subject to a lower requirement. The units are being made available to tenants at less than 70% of AMI with a preference to tenants with Tenant-based Housing Choice Vouchers.

The City has awarded a grant (the City grant) to the Borrower in an amount not-to-exceed \$450,000.00 from the City Inclusionary Housing Fund.

The Borrower will be the Master Tenant of Mount Vernon Mill (the project) an historic rehabilitation of a vacant mill property located at 3000 Falls Road. Proceeds of the City grant will be used to provide financial offset to the Borrower for the execution of a Declaration of Restrictive Covenants and the Regulatory Agreement (the Covenants). The Covenants require the Borrower to meet the requirements of the Inclusionary Housing Ordinance for five housing units and the City grant provides the offset required by the Inclusionary Housing Ordinance.

MBE/WBE PARTICIPATION:

The Borrower is not required to comply with the requirements of the MBE/WBE program. The City grant is required by the terms of the Law as an offset to compensate the Borrower for the financial impact of providing the affordable units. Therefore,

AGENDA

BOARD OF ESTIMATES

03/06/2013

DHCD - cont'd

there is no fiscal assistance to the Borrower. The Borrower is not receiving an economic gain from the City grant.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

(The grant agreement and the declaration of restrictive covenants and regulatory agreement have been approved by the Law Department as to form and legal sufficiency.)

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
\$270,000.00	9910-907994-9587	
Other Funds	Special Capital Project	
180,000.00	9910-906073-9587	
<u>General Funds</u>	Inclusionary Housing Reserve	
\$450,000.00	-----	9910-907073-9588
		Inclusionary Housing

This is transfer will provide funding for Inclusionary Housing Offset for the creation of five units at the Mount Vernon Mill Project at 3000 Falls Road.

(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

03/06/2013

Department of Housing and Community Development - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Morgan State University (MSU). The period of the agreement is March 1, 2013 through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$42,930.00 - 2089-208913-5930-434380-603051

BACKGROUND/EXPLANATION:

The funds will be used to support MSU's Institute for Urban Research (IUR), Community Development Resource Center (CDRC). The IUR/CDRC will provide a broad range of technical assistance, research support and information dissemination. Specifically, the IUR/CDRC will produce special reports for the Upton and Brooklyn neighborhoods that will contain administrative data and up-to-date statistics to provide in-depth analysis, as well as challenges and opportunities that confront the selected neighborhood(s).

In addition, two half-day seminars will be conducted for Baltimore City communities covering topics that will assist in community development efforts.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of Housing and - Local Government Resolutions
Community Development

The Board is requested to approve and authorize execution of the following local government resolutions.

The following organizations are applying to the State of Maryland's Department of Housing and Community Development (MDDHCD) for Neighborhood Conservation Initiative (NCI) funds. A local government resolution of support is required by the State for all applications to this program for funding.

Under the National Mortgage Servicing Practices Settlement, the Maryland Attorney General received just under \$60,000,000.00 in discretionary funding. Of this amount, \$14,000,000.00 is being made available for projects that stabilize Maryland neighborhoods affected by the foreclosure crisis and the related economic downturn. The funds are being made available through the NCI, which is administered through the MDDHCD.

1. **THE ALLIANCE, INC.** **\$1,712,500.00**
(NCI)

The Alliance, Inc. is requesting funds to acquire and renovate the property located at 1206 Ridgeley Street. The organization will develop a mixed-use project consisting of affordable rental units and job training facilities for low-income veterans. The building will also house an existing service-disabled, veteran-owned small business specializing in alternative fuel technology.

2. **SANDTOWN HABITAT FOR HUMANITY, INC.** **\$ 588,240.00**
(NCI)

Sandtown Habitat for Humanity, Inc. is requesting funding to be used towards redevelopment costs associated with returning ten vacant buildings to use as affordable homeownership units. The ten properties are located at 1371 and 1551 N. Gilmore Street, 1443 and 1509 N. Carey Street, 1442, 1424, and 1444 N. Mount Street, 1519 Presstman Street, and 1333 and 1553 N. Fulton Avenue. These properties will be sold to low and moderate-income homeowners.

AGENDA

BOARD OF ESTIMATES

03/06/2013

DHCD - cont'd

3. **HEALTHY NEIGHBORHOODS, INC.** **\$6,954,544.00**
(NCI)

Healthy Neighborhoods, Inc. is applying for funds to establish an Equity Rebuilding Program and Direct Purchase Program. The Equity Rebuilding Program proposes to transform up to 70 vacant and foreclosed houses in eight target neighborhoods that suffered significant loss of value from the foreclosure crisis and long-term disinvestment. The eight target neighborhoods are: Barclay/Old Goucher, Belair-Edison, Better Waverly/Waverly, Coldstream-Homestead-Montebello, Ednor Gardens-Lakeside, McElderry Park, Patterson Park, and Reservoir Hill. The properties will be sold to homeowners earning at or below 120% of the Area Median Income.

The development partners in this effort include: Druid Heights Community Development Corporation, Habitat for Humanity the Chesapeake, St. Ambrose Housing Aid Center, Telesis Baltimore Corporation, French Development Company, Govans Ecumenical Development Corporation, and Community Solutions.

The second component consists of a direct purchase program through which Healthy Neighborhoods will offer incentives for the direct purchase of 20 foreclosed or vacant homes by qualified homebuyers. Eligible buyers can qualify for up to \$25,000.00 to purchase a home that is foreclosed upon, abandoned or vacant and located in the eight targeted neighborhoods.

The goals of the NCI are:

- (1) to increase affordable housing opportunities for individuals and families, both rental and homeownership, in neighborhoods most affected by foreclosure,

DHCD - cont'd

- (2) to maximize revitalization in targeted neighborhoods through the leveraging and coordination of other public and private investments, and
- (3) to encourage innovation and partnership between the public and private sectors in deploying new approaches to household and neighbor stabilization.

The eligible uses for NCI funding are:

- (1) downpayment and closing cost assistance for income eligible homebuyers to acquire houses as their primary residence,
- (2) acquisition and rehabilitation of houses for resale or rental to income eligible persons,
- (3) acquisition and redevelopment of blighted or abandoned properties to be used for new housing or community facilities, and
- (4) other innovative strategies that demonstrate significant funding leverage and potential to stabilize local neighborhood housing markets.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

03/06/2013

Dept. of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 25 E. Cross St. \$ 105.50 Annual Charge	25 E. Cross St. Properties, LLC	Retain awning w/ signage 15'6" x 1'4"
2. 901 S. Wolfe St. \$70.40 Annual Charge	Union Wharf Apartments, LLC	(1) Double face non-illuminated sign 4' x 4.33'

There are no objections, since no protests were received.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of General Services - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore Polytechnic Institute Foundation. The period of the agreement is September 21, 2012 through April 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$10,437.00 - 9916-913900-9197-910017-703032

BACKGROUND/EXPLANATION:

The Board approved the original agreement with the Baltimore Polytechnic Institute Foundation on September 21, 2011 for the development of a renewable energy engineering practicum course at the Baltimore Polytechnic Institute. The agreement was approved with a term of one year, ending September 20, 2012, to complete the development of the energy course at the school.

The course's development was not finished during the allotted time. The Department is seeking approval of a new agreement for the remaining budget of \$10,437.00 to complete the development of the course by April 30, 2013. The course allows students to study and analyze energy systems as a vehicle to educating students about chemistry, physics, and engineering principles, while teaching students the importance of energy conservation.

The budget allots for coursework development by three teachers and the funds to procure laboratory and field equipment for students to conduct energy-related experiments as part of the course.

The contract term goes back to September 21, 2012, prior to the Board approval date, because the subgrantee, Baltimore Polytechnic Institute Foundation, Inc., was continuing with the course past the previous agreement's expiration date of September 20, 2012.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of General Services - cont'd

The Department of General Service's Energy Office received an extension from the Federal American Recovery & Reinvestment Act (ARRA) Stimulus Fund that allows an extension of the subgrant with Baltimore Polytechnic Institute Foundation. Other delays were caused by administrative issues and miscommunication between the Energy Office and the Baltimore Polytechnic Institute Foundation.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

Bureau of Water and Wastewater - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. James Jacobs for mileage for the month of September 2012.

AMOUNT OF MONEY AND SOURCE:

\$207.57 - 2071-000000-5471-609100-603002

BACKGROUND/EXPLANATION:

The Division of Revenue Measurement and Billing inadvertently failed to have Mr. Jacob's mileage expense report processed in time to be received by the Bureau of Accounting and Payroll Services within the 40 working days from the last calendar day of the month in which the expenses were incurred as directed by the AM-240-11.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Bureau of Water & Wastewater - Amendment No. 2 to WC No. 1164

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to WC No. 1164 Towson Finished Water Reservoir Cover-Post Award Services. The amendment No. 2 extends the period of the agreement through January 14, 2015.

AMOUNT OF MONEY AND SOURCE:

\$552,991.61 - 9960-903709-9557-900020-702064

BACKGROUND/EXPLANATION:

There is no existing standby generator at Towson Reservoir to provide back-up power in the event of a BGE utility outage. The existing 33kV-2.4kV primary substation is in poor condition and surpassed its useful life. One BGE utility pole is used as the cable risers of both incoming 33kV feeders supplying Towson Reservoir. Failures of the primary substation or at the BGE poles would result in a single point of failure to the entire electrical system.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the MBE/WBE programs in accordance with Baltimore City Code, Article V, Subtitle 28.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The amendment no. 2 to WC No. 1164 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/06/2013

Baltimore Convention Center - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with DeShaun Steele. The period of the agreement is effective upon Board approval for 52 weeks.

AMOUNT OF MONEY AND SOURCE:

\$31,200.00 - 1001-000000-5311-391300-603026

\$30.00 per hour @ 20 hours per week

BACKGROUND/EXPLANATION:

Mr. Steele is a former full-time employee of the Baltimore Convention Center where he held the position of Network Engineer for 4½ years. Due to the cut-backs in the operating budget one of the two full-time positions were eliminated. For the past several years, Mr. Steele has been on contract with the agency acting as critical back-up and assisting in upgrades and projects associated with the Convention Center's IT needs. Mr. Steele is also the emergency contact when the full-time individual is out of the office.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

03/06/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology (MOIT)</u>			
1. Christopher Tonjes Gayle Guilford	Int'l Wireless Communications Expo Las Vegas, NV March 10 - 15, 2013 (Reg. Fee \$1,349.00 ea.)	Gen. Funds	\$6,897.60

MOIT has paid the cost of transportation for Mr. Tonjes and Ms. Guilford in the amount of \$1,189.80 each using a City issued credit card assigned to Ms. Charmane Baker. In addition, the registration fees for both Mr. Tonjes and Ms. Guilford will be paid using an expenditure authorization request. Therefore, the disbursement amount to each representative will be \$910.00.

Health Department

2. Patricia Pencil	Boston College HIV/AIDS Conf. Chicago, IL March 23 - 26, 2013 (Reg. Fee \$200.00)	Ryan White Part A	\$1,399.72
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The Baltimore City Health Department has paid the cost of transportation in the amount of \$349.80 using a City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The registration fees will be paid using expenditure authorization EA000110033. Therefore, the disbursement amount to Ms. Pencil will be \$849.92.

3. Eric J. Jackson, Jr.	Just Food Conf. 2013 New York, NY March 29 - 31, 2013 (Reg. Fee \$102.72)	United Way of Central MD	\$ 975.03
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The allowed subsistence for this travel request is \$275.00 per day. The hotel accommodations are \$289.00 per night plus taxes of \$78.11. The Department is requesting additional subsistence of \$14.00 per day to cover the hotel balance, and an additional \$40.00 per day for food. The additional funds have been included in the total.

AGENDA

BOARD OF ESTIMATES

03/06/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Health Department - cont'd

The Department has paid the registration fees in the total amount of \$102.72 using a City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. Therefore, the disbursement amount to Mr. Jackson will be \$872.31.

Office of the State's Attorney

4. Stacie Sawyer	8 th Annual Conf. on	Auto	\$2,512.56
Michele Lambert	Crimes Against Women	Forfeiture	
	Dallas, TX	Funds	
	April 07 - 10, 2013		

The Office of the State's Attorney has paid the registration fee for the amount of \$325.00 and airfare for the amount of \$390.41 for each representative using a Department issued credit card assigned to Ms. Robin Haskins. Therefore, the disbursement amount to each representative will be \$540.87.

Department of Transportation

5. Valorie LaCour	Getting to Know Europe	Gen. Funds	\$2,800.00
	London, Marseille,		
	Berlin & Helsinki		
	March 10 - 20, 2013		

Ms. LaCour has been presented an opportunity to travel to Europe as a representative of the City of Baltimore. This study trip benefits the Baltimore Department of Transportation by providing an opportunity to work up front with our partners including the Baltimore Office of Promotion and the Arts on projects to assist Baltimore City in transforming undervalued spaces into places where communities gather and thrive. The Department of Transportation is the partner agency in granting permission and approval for installation of projects within the public right-of-way including projects that encourage human interaction, improve local business, enhance public safety, and unify diverse populations.

TRAVEL REQUESTS

Department of Transportation - cont'd

For travel outside the continental United States, each City representative must include a proposed amount for a daily subsistence allowance on the travel request which the representative believes to be both reasonable and economical. The Board of Estimates will determine the final monetary amount of the daily subsistence allowance and stipulate the rate in its approval (AM-240-5).

The subsistence amount requested for this travel is \$280.00 per day for a total of \$2,800.00.

TRAVEL APPROVAL AND REIMBURSEMENT

Health Department (BCHD)

6. Vincent Marsiglia \$1,120.99

On December 11 - 14, 2012, Mr. Marsiglia traveled to Atlanta, GA to attend the 2012 HIV Diagnostics Conference. The travel request was not submitted prior to travel because the initial paper work was submitted on November 21, 2012 but it was held by the Department's Program Manager because the funding source was incorrect.

The allowed subsistence rate for this location is \$189.00 per day for a total of \$567.00. The Department is requesting approval of this travel request retroactively, and approval for the reimbursement of transportation, parking, hotel accommodations, food, and registration totaling \$1,120.99.

Transportation	\$ 186.60
Airport Parking	60.00
Subsistence	399.00
Food	78.11
Tax	47.28
Registration Fees	350.00
	<u>\$1,120.99</u>

The Department paid the cost of registration for Mr. Marsiglia in the amount of \$350.00. Therefore, the reimbursement to Mr. Marsiglia will be \$770.99.

AGENDA

BOARD OF ESTIMATES

03/06/2013

Department of Human Resources - Personnel Matter

The Board is requested to approve the Personnel matter:

Department of Human Resources/Department of Finance (DHR/DOF)

Create the following classification and salary grade:

Job Code: 90000

Classification Title: New Position

Grade: 900 (\$1 - \$204,000.00)

Cost: 0.00

The Departments of Finance and Human Resources request the establishment of a new "holding" classification and salary grade that will support the creation of new positions during the budget process. Historically, creating positions in the budget process allows agencies to circumvent the Department of Human Resources' (DHR) normal review process, which requires new positions to be reviewed for the correct classification, grade, salary, etc. In order to avoid this circumvention, the Department of Finance's Bureau of Budget and Management Research (BBMR) has advised agencies that seek to create a new position to use a category called "Pending Personnel Actions". Once funding for the position is approved, the agency then seeks formal review from DHR and then final approval from the Expenditure Control Committee (ECC) and the Board of Estimates (BOE). As a result, the position "counts" in the budget are misleading, since only funding is established in the budget and not an actual position. The position is not calculated when BBMR publishes fiscal year comparisons of authorized positions in the Agency Detail budget publication. The BBMR has received feedback from the City Council in the last two fiscal years that this practice is confusing and misleading.

This proposal would allow the BBMR to create positions in the budget with a new job number, the necessary funding amount and the new "holding" classification. Prior to July 1, of each new fiscal year, BBMR would send the file of authorized positions to DHR. This would include any new positions that were created with the "holding" classification. The "holding" classification

AGENDA

BOARD OF ESTIMATES

03/06/2013

DHR/DOF - cont'd

would be an indicator to both DHR and BBMR that the position cannot be filled. The agency would need to reclassify this position through the normal review process and seek approval by the ECC and BOE. This solution would create the positions in the budget and ensure that yearly position counts are correct for the budget publications.

THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

AGENDA

BOARD OF ESTIMATES

03/06/2013

PROPOSALS AND SPECIFICATIONS

1. Dept. of General Services - GS 11836, Baltimore City Fire Academy Structural Fire Fighting Prop & Rehab Station
BIDS TO BE RECV'D: 04/10/2013
BIDS TO BE OPENED: 04/10/2013

2. Dept. of General Services - GS 13802, West Street Garage Repair
BIDS TO BE RECV'D: 04/10/2013
BIDS TO BE OPENED: 04/10/2013

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED