

NOTICES

PROTESTS

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 12:00 NOON ON TUESDAY, PRECEDING THE BOARD OF ESTIMATES' MEETING. IN ORDER FOR A PROTEST TO BE CONSIDERED, THE PROTESTANT MUST BE PRESENT AT 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 - APRIL 24, 2013

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THE DEPARTMENT OF FINANCE

WILL PRESENT THE

PROPOSED ORDINANCE OF ESTIMATES FOR FY 2014

AND

AN ORDINANCE TO LEVY AND COLLECT A TAX

AND

REQUEST AUTHORIZATION TO ADVERTISE

THE ORDINANCE OF ESTIMATES

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Planning - Revisions to the Fiscal Year 2014
Capital Budget and Fiscal Year 2014-
2019 Capital Improvement Program

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the revisions to the FY 2014 Capital Budget and the FY 2014-2019 Capital Improvement Program.

On February 28, 2013, the Planning Commission adopted the recommended FY 2014 Capital Budget and FY 2014-2019 Capital Improvement Program. The recommended program totaled \$5.572 billion for capital projects during FY 2014-2019 and \$1.162 billion to be appropriated as part of the FY 2014 budget. Since the February 28, 2013 Planning Commission approval, the Department of Finance recommended the following revisions to the FY 2014 Capital Budget:

<u>CIP#</u>	<u>Project</u>	<u>Source</u>	<u>Change</u>
129-157	Hatton Senior Center	100-General	(\$ 325,000.00)
129-795	Capital Project Priorities	100-General	(300,000.00)
127-067	Casino Building Adult Day Care	100-General	(12,000.00)
127-011	Visitors Center Doors	100-General	(200,000.00)
127-010	Boston St. Pier Replacement	100-General	(38,000.00)
129-001	Construction Reserve Unallocated	100-General	(119,000.00)
129-915	Jewish Community Federation	100-General	(50,000.00)
588-012	Whole Block Demolition	100-General	<u>1,044,000.00</u>
		General Funds	\$ 0.00
		TOTAL	
588-962	Northwest Neighborhood Improvements	612-Slots Revenue	(\$ 175,000.00)
418-006	Northwest School Improvements	612-Slots Revenue	<u>175,000.00</u>
		Slots Revenue	\$ 0.00
		TOTAL	

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Planning - cont'd

After the March 25, 2013 Board of Finance approval, the following adjustments were made to the FY 2014 Capital Budget.

<u>CIP#</u>	<u>Project</u>	<u>Source</u>	<u>Change</u>
474-028	FY 14 Maryland Community Parks	690-Other State Funds	(\$ 665,000.00)
474-794	Druid Hill Park Superintendent Mansion	603-State Open Space Grants	1,000,000.00
517-911	Quarantine Road Landfill Site Improvements	100-General Funds	2,500,000.00
520-004	Stormwater Management	405-Stormwater Utility Funds	<u>4,244,000.00</u>
		TOTAL	\$7,079,000.00

The recommendations of the Planning Commission along with the revisions by the Department of Finance are reflected in the submitted recommendations. The recommended program totals \$5.579 billion for capital projects during FY 2014-2019 and \$1.169 billion to be appropriated as part of the FY 2014 Budget.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Finance - Six-Year Capital Improvement Program

ACTION REQUESTED OF B/E:

The Board is requested to adopt the Six-Year Capital Improvement Program for Fiscal Years 2014 through 2019.

BACKGROUND/EXPLANATION:

The Department of Finance completed its review of the Six-Year Capital Improvement Program for Fiscal Years 2014 through 2019 and recommends its adoption.

As required by City Charter, the first year of this program represents the Capital Budget for Fiscal Year 2014 and will be included in Part B of the proposed Ordinance of Estimates.

The Six-Year Capital Improvement Program is summarized as follows:

(Dollars in Thousands)

Source	2014	2015	2016	2017	2018	2019	Total
G.O. Bonds	50,000	50,000	48,000	48,000	48,000	48,000	292,000
General Fund	37,200	7,700	7,700	7,700	7,700	7,700	75,700
General Fund (HUR-eligible)	8,000	15,600	16,000	16,000	16,000	15,800	87,400
Revenue Loans	425,334	626,892	953,662	125,872	149,731	182,500	2,463,991
Federal	60,337	69,944	46,530	26,064	22,419	22,374	247,668
State	192,647	64,957	38,820	37,682	11,145	11,857	357,108
Other	395,565	752,658	578,589	131,206	97,670	99,212	2,054,900
Total	1,169,083	1,587,751	1,689,301	392,524	352,665	387,443	5,578,767

AGENDA

BOARD OF ESTIMATES

04/24/2013

Board of Finance - Six Year Capital Improvement Program

By City Charter, the review of the Capital Improvement Program includes an endorsement by the Board of Finance. At a scheduled meeting on March 25, 2013, the FY 2014 Capital Budget, totaling \$1,169,083,000.00, and the FY 2014 - 2019 CIP totaling \$5,578,767,000.00, as amended by the Department of Finance, was presented to the Board of Finance. Following the presentation, the Board of Finance endorsed the CIP as summarized below:

**Board of Finance Recommended 2014-2019 CIP
(\$000)**

Source	Fiscal 2014	Fiscal 2015	Fiscal 2016	Fiscal 2017	Fiscal 2018	Fiscal 2019	Total
GO Bonds	50,000	50,000	48,000	48,000	48,000	48,000	292,000
General Fund	37,200	7,700	7,700	7,700	7,700	7,700	75,700
General Fund (HUR)	8,000	15,600	16,000	16,000	16,000	15,800	87,400
Revenue Loans	425,334	626,892	953,662	125,872	149,731	182,500	2,463,991
Federal	60,337	69,944	46,530	26,064	22,419	22,374	247,668
County Grants	353,627	714,158	521,383	77,906	37,370	42,012	1,746,456
State Grants	192,647	64,957	38,820	37,682	11,145	11,857	357,108
Utility	20,838	22,000	38,306	40,000	49,000	45,000	215,144
Other	21,100	16,500	18,900	13,300	11,300	12,200	93,300
Total	1,169,083	1,587,751	1,689,301	392,524	352,665	387,443	5,578,767

PERSONNEL MATTERS

* * * * *

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

07 - 18

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

PERSONNEL

Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
1. DELLA YVONNE DUNCAN	\$13.00	\$13,520.00

Account: 4000-499013-3030-513200-601009

Ms. Duncan will continue to work as a Community Outreach Worker/Special Populations for the STD/HIV Prevention Program. Her duties will include, but will not be limited to recruiting clients for STD/HIV testing in community settings with high incidence of syphilis and/or HIV infection, identifying venues and key community stakeholders to reach priority populations such as youth and Men Who Have Sex with Men. She will also provide client-based health education and risk reduction counseling for STD/HIV prevention, complete intake forms, client logs and other paper work associated with the outreach testing program, and assist with the collection of gonorrhea and chlamydia specimens. The period of the agreement is July 1, 2013 through June 30, 2014.

2. Reclassify three positions

a. Job No. 2700-47640

From: Job Code 81113
 Class: Social Worker II
 Grade: 092 (\$45,992.00 - \$56,004.00)

To: Job Code 81171
 Class: Social Services Coordinator
 Grade: 084 (\$35,510.00 - \$39,994.00)

b. Job No. 2700-16093

From: Job Code 81111
 Class: Social Work Associate II
 Grade: 089 (\$40,540.00 - \$49,222.00)

AGENDA

BOARD OF ESTIMATES

04/24/2013

PERSONNEL

Health Department - cont'd

To: Job Code: 81171
Class: Social Services Coordinator
Grade: 084 (\$33,510.00 - \$39,994.00)

c. Job No. 2700-16122

From: Job Code: 81111
Class: Social Work Associate II
Grade: 089 (\$40,540.00 - \$49,222.00)

To: Job Code: 81172
Class: Senior Social Services Coordinator
Grade: 086 (\$35,947.00 - \$43,361.00)

Cost: (\$28,515.00) - 5000-532813-3044-273300-601001
5000-533111-3044-273300-601001

The DHR has completed classification studies of the Department of Health to reclassify the three positions. These positions function in the Office of Aging and CARE Services, Client Services Division.

3. Reclassify the following vacant position:

Job No. 3030-37103

From: Job Code: 62260
Class: Licensed Practical Nurse
Grade: 435 (\$36,167.00 - \$41,301.00)

To: Job Code: 62211
Class: Community Health Nurse I
Grade: 537 (\$47,929.00 - \$56,594.00)

Cost: \$13,914.00 - 4000-424613-3030-294500-601001

AGENDA

PERSONNEL

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
4. KATHERINE BROWER	\$35.00	\$63,700.00

Account: 5000-578713-4711-361800-601009

Ms. Brower will work as an Urban Planner in the Capital Development Division. Her duties will include but are not limited to developing constituency-based citywide master plans for the City's park system and recreation facilities; designing and conducting surveys and analyzing data to assess community needs. She will also represent the Department on issues involving park planning that impact other agencies and act as liaison with community groups and local non-profit groups. The period of the agreement is April 27, 2013 through April 26, 2014.

5. Create the following four positions

a. Job Code: 34421
 Class: Fiscal Technician
 Grade: 088 (\$38,939.00 - \$47,176.00)
 Job number to be assigned by BBMR

b. Job Code: 74148
 Class: Design Planner III
 Grade: 115 (\$51,000.00 - \$62,200.00)
 Job number to be assigned by BBMR

c. Job Code: 74147
 Class: Design Planner II
 Grade: 113 (\$46,700.00 - \$56,500.00)
 Job number to be assigned by BBMR

d. Job Code: 74146
 Class: Design Planner I
 Grade: 111 (\$41,700.00 - \$52,200.00)
 Job number to be assigned by BBMR

Cost: \$275,706.00 - 1001-000000-4711-361800-601001

AGENDA

BOARD OF ESTIMATES

04/24/2013

PERSONNEL

Circuit Court for Baltimore City

	<u>Hourly Rate</u>	<u>Amount</u>
6. TIERRA R. GREGORY	\$29.47	\$53,900.00

Account: 5000-544413-1100-11700-601009

Ms. Gregory will serve as an Assistant Counsel for the Circuit Court of Baltimore City. Her duties will include but are not limited to reviewing motions and making recommendations in a wide variety of civil non-domestic cases, performing legal research, and drafting opinions and orders. She will be responsible for training and supervising others including paralegals, legal assistants and academic interns; preparing for meetings with the Bar Association concerning tax sale and mortgage foreclosure cases. Other duties include assisting with redemption hearings and status conferences in tax sale cases and being on-call for the judges during their hearings. The period of the agreement is effective upon Board approval for one year.

State's Attorney's Office

7. DENISE LESNIEWSKI	\$28.34	\$34,008.00
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Account: 1001-000000-1150-118000-601009

Ms. Lesniewski, retiree, will continue to work as a Secretary. She will be responsible for managing a database that tracks lab results from the Police Department to assure that prosecutors throughout the Office of the State's Attorney know the status of each request in preparing for trial. She will also track lab reports for every trial, post conviction petition, DNA conviction petition, Actual Innocence petition, motions to reopen post conviction petitions, and various new trial motions. The period of the agreement is May 11, 2013 through May 10, 2014.

AGENDA

BOARD OF ESTIMATES

04/24/2013

PERSONNEL

Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
8. ALLAN D. CARREIRA	\$32.50	\$67,600.00

Account: 4000-472013-2252-694200-601009

Mr. Carreira will serve as a Court Operations Specialist. He will be responsible for tracking and updating all felony gun cases for GunStat, overseeing the Civil Citation Pilot Program, reviewing and analyzing the Criminal Citation Program, working extensively with civil and criminal citations, assisting the Baltimore Police with warrant projects, tracking Failure to Appear and conducting court and case disposition research. The period of the agreement is June 1, 2013 through May 31, 2014.

9. EARL W. MAISEL	\$200.00 per scheduled examination, and \$100.00 for each scheduled exam no-show	\$50,000.00
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10. BRIAN J. HORTON	" "	\$35,000.00
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11. ROSE M. BROCK	" "	\$35,000.00
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Account: 1001-000000-2003-195500-603026

Messrs. Maisel and Horton, retiree, and Ms. Brock, retiree, will continue to work as Polygraph Examiners (PE). Each PE will be responsible for consulting with Background Investigators, assisting in developing an investigative plan for questioning, conducting scheduled polygraph examinations, and providing written evaluations of examinations. They will develop intelligence liaisons with federal, state and local law enforcement agencies concerning the latest polygraph investigative methods. The period of the agreement is effective upon Board approval through April 23, 2014.

AGENDA

BOARD OF ESTIMATES

04/24/2013

PERSONNEL

Police Department - cont'

12. a. Abolish the following five positions:

- 41179 - Community Service Officer
Grade: 080 (\$29,343.00 - \$34,518.00)
Job No.: 2042-40928

- 71141 - Fingerprint Technician
Grade: 082 (\$31,225.00 - \$36,934.00)
Job No.: 2044-19259

- 71146 - Fingerprint Technician Supervisor
Grade: 086 (\$35,947.00 - \$43,361.00)
Job No.: 2042-19242

- 33252 - Typist II
Grade: 075 (\$26,316.00 - \$29,913.00)
Job No.: 2042-19484

- 34133 - Accounting Assistant III
Grade: 084 (\$33,510.00 - \$39,994.00)
Job No.: 2042-33538

b. Create the following five positions:

- 33566 - Stores Supervisor II
Grade: 110 (\$40,000.00 - \$56,800.00)
1 Position
Job number to be assigned by BBMR

- 33562 - Storekeeper II
Grade: 080 (\$29,343.00 - \$34,518.00)
4 Positions
Job numbers to be assigned by BBMR

Cost: \$1,752.80 - 1001-000000-2042-220000-601001

PERSONNEL

Department of General Services (DGS)

13. Reclassify the following two positions:

Job Nos. 1890-19703 and 1890-19708

From: Job Code 33257
Class: Word Processing Operator II
Grade: 075 (\$26,316.00 - \$29,913.00)

To: Job Code 33212
Class: Office Assistant II
Grade: 075 (\$26,316.00 - \$29,913.00)

There are no costs associated with this personnel matter.

14. Reclassify the following position:

Job No. 1890-19706

From: Job Code 33257
Class: Word Processing Operator II
Grade: 075 (\$26,316.00 - \$29,913.00)

To: Job Code 33213
Class: Office Assistant III
Grade: 078 (\$27,958.00 - \$32,241.00)

Cost: \$2,365.00 - 2030-000000-1890-189300-601001

PERSONNEL

DGS - cont'd

15. Reclassify the following encumbered position:

Job No. 1913-22762

From: Job Code 33112
Class: Data Entry Operator II
Grade: 078 (\$27,958.00 - \$32,241.00)

To: Job Code 33741
Class: Title Records Assistant
Grade: 086 (\$35,947.00 - \$43,361.00)

Cost: \$2,709.00 - 1001-000000-1913-191900-601001

Mayor's Office of Information Technology

16. Reclassify the following vacant position:

Job No. 1472-34808

From: 33155 - Systems Supervisor
Grade 120 (\$64,800.00 - \$91,100.00)

To: 10153 - IT Project Manager
Grade 989 (\$72,800.00 - \$119,000.00)

Costs: \$130,149.00 - 1001-000000-1472-165800-601001

PERSONNEL

Department of Public Works

17. Reclassify the following six vacant positions:

Job Nos. 5153-15372 & 5153-15373

a. From: 54422 - Motor Vehicle Driver II
Grade 430
(Two Positions)

To: 54412 - Motor Vehicle Driver II
Grade 490

Job Nos. 5153-15368 & 5153-47541

b. From: 54421 - Motor Vehicle Driver I
Grade 427
(Two Positions)

To: 54411 - Motor Vehicle Driver I
Grade 487

Job Nos. 5153-15382 & 5153-32374

c. From: 52941 - Laborer
Grade 423
(Two Positions)

To: 52931 - Laborer
Grade 482

Cost: \$3,298.00 - 1001-000000-5153-387800-601001

The Department of Human Resources has completed a classification study of the Department of Public Works request to reclassify the above referenced positions from annual salary rates to hourly salary rates as the positions become vacant in order to eliminate duplicate classifications. The duties and responsibilities are similar in nature and scope to those of the requested classifications.

PERSONNEL

Department of Human Resources

18.a. Create the following Non-Civil Service class:

10249 - Information Technology Manager
Grade 123 (\$53,900.00 - \$76,000.00)

b. Reclassify the following position:

Job No. 1901-19985

From: 33197 - Information Technology Manager
Grade 123 (\$53,900.00 - \$76,000.00)

To: 10249 - Information Technology Manager
Grade 123 (\$53,900.00 - \$76,000.00)

c. Abolish the following class:

33197 - Information Technology Manager
Grade 123 (\$53,900.00 - \$76,000.00)

There are no costs associated with these actions.

The Civil Service Commission approved the establishment of the Information Technology Manager classification in the Non-Civil Service due to the strategic nature of the work performed. Positions assigned this classification require intimate knowledge of security technology and data for protecting the City's assets from criminal and terrorist activity. They are also responsible for developing policies and procedures critical to the protection, retention, and decriminalization of sensitive data. This classification's responsibilities involve the exercise of policy-making discretion and require special trust and confidence that is inconsistent with membership in the Civil Service. This position is to be considered a Position of Trust in accordance with policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

04/24/2013

PERSONNEL

Department of Housing & Community Development

19. Upgrade the following Class:

42136 - General Superintendent of Housing Inspections

From: Grade 118 (\$58,800.00 - \$83,800.00)

To: Grade 121 (\$68,500.00 - \$95,700.00)

Cost: \$13,351.46 - 1001-000000-5832-412800-601001

Department of Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
20. KENNETH UNITAS	\$30.00	\$62,400.00

Account: 1001-000000-1952-194100-601009

Mr. Unitas will work as a Special Operations Manager. His duties will include, but are not limited to providing security oversight of daily tow yard operations, including vehicle storage, regularly-held vehicle auctions, and burn retrievals. His duties also include providing assessment, oversight, and implementation of requisite policies and procedures to ensure the safety of vehicle escorts, vehicle owners, security guards, and the public. He will receive and investigate claims pertaining to integrity failures and damages resulting from negligence or abuse; review and investigate claims for the purpose of increasing vehicle retention and reducing liability and claims loss, etc. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Criminal Justice (MOCJ)

21. a. Create the following class:

10250 - Senior Criminal Justice Associate
Grade 943 (\$51,200.00 - \$79,600.00)
Job No. to be assigned by BBMR

AGENDA

BOARD OF ESTIMATES

04/24/2013

PERSONNEL

MOCJ - cont'd

b. Create one position:

Senior Criminal Justice Associate
Job No. to be assigned by BBMR

Cost: \$108,000.00 - 4000-471312-2023-212602-601001

Employees' Retirement System

22. Reclassify the following position:

Job Nos. 1520-47211 and 1520-47302

From: Job Code 33212
Class: Office Assistant II
Grade: 075 (\$26,316.00 - \$29,913.00)

To: Job Code 34421
Class: Fiscal Technician
Grade: 088 (\$38,939 - \$47,176.00)

Cost: \$145,718.00 - 6000-604013-1520-168500-601001

Office of the President

23. **THOMAS A. PHILLIPS, III** \$20.98 **\$27,274.00**

Account: 1001-000000-1000-104800-601009

Mr. Phillips will continue to work as a Special Community Liaison. His duties will include, but are not limited to informing the Director of Neighborhood Relations of hot issues and concerns among communities, promoting the City Council President's initiatives and achievements, and serving as a point of contact for neighborhood referrals. He will also develop ideas for legislation, attend regular meetings and special events of the Office of Neighborhood Relations, represent the City Council President at events or meetings, distribute relevant information from various City agencies and Boards, and monitor legislative bills relevant to communities. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Housing and - Supplemental and Amendatory
Community Development (DHCD) Agreement No. 1

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Supplemental and Amendatory Agreement No. 1 - to the Community Development Block Grant 35/36/37 with Park Heights Renaissance, Inc.

AMOUNT OF MONEY AND SOURCE:

\$275,000.00 - 9993-917201-9593-900055-709076

BACKGROUND/EXPLANATION:

This amendatory agreement with the Park Heights Renaissance, Inc. authorizes additional funds to capitalize the Park Heights Renaissance Homeowner Rehabilitation Deferred Loan Program. This program provides deferred loans to Community Development Block Grant eligible existing owner-occupant homeowners residing in the Park Heights Stabilization area to make needed home repairs.

The time of performance remains in effect as long as any one of the following is in effect: (a) loan funds are outstanding, (b) deferred loan periods have not expired (c) the national objective has not been achieved and/or (d) there remains any possibility of recovering loan funds.

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

(The supplemental and amendatory agreement no. 1. has been approved by the Law Department as to form and legal sufficiency.)

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$275,000.00	9993-904963-9587	9993-917201-9593
38 th Community	Park Heights	Park Heights
Development	Redevelopment	Renaissance
Block Grant	Reserve	

This transfer will provide funds to the Park Heights Renaissance for the rehabilitation deferred loan program in the Park Heights Community.

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Housing and - Release of Land
Community Development (DHCD) Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a release of land disposition agreement for the sale of the properties located at 1516 and 1518 Baldwin Street to Mr. Martin Lopez and Mr. Jeremiah Sparrow, developers.

AMOUNT OF MONEY AND SOURCE:

No City funds will be expended.

BACKGROUND/EXPLANATION:

On May 21, 2008, the Board approved a land disposition agreement (LDA) with Mr. Lopez and Mr. Sparrow. They are unable to redevelop these two vacant lots. Mr. Lopez and Mr. Sparrow have found a buyer who is able to redevelop the properties, but is unwilling to buy the properties, subject to the LDA. The DHCD is willing to release the LDA, subject to the sale to a third party who is able to redevelop the property.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable in that this is to release the developers from the terms and conditions of the original contract.

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Housing and Community Development (DHCD) - Agreement to Modify Deed and Homeownership Addendum

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement to modify deed and homeownership addendum with Willie M. Myles for the property known as 2328 Madison Avenue.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In 2005, the City, through the SCOPE Program, sold the property to Mr. Willie M. Myles for \$45,000.00, with a homeownership addendum. Mr. Myles failed to renovate the property and now intends to sell to a new buyer who will renovate the property and will occupy or sell it to an owner occupant. The addendum allows the project to move forward with a new developer, Mr. David W. Allen and his wife Ms. Diettra V. Allen will pay \$24,500.00 for the property.

The new buyer will use private funds to acquire and renovate the property.

The Home-owner's addendum requires the owner to occupy the property after completion, or sell it to an owner-occupant. The agreement facilitates the project moving forward with a new developer, while allowing the City some amount of control in ensuring the original homeownership covenants with the Reservoir Hill Improvement Council are adhered to.

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

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1628 N. Warwick Avenue, for the transferee, Coppin State University.

AMOUNT OF MONEY AND SOURCE:

\$ 9,797.71, plus all accrued interest and/or penalties

BACKGROUND/EXPLANATION:

On October 24, 2012, the Board approved a lien release for this property in the amount of \$9,404.42. The transferee, Coppin State University failed to settle within 120 days from the approval date as stipulated in the agreement, thereby invalidating the document.

This is a new request for the 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 under the lien release law:

- the property is a vacant house,
- the liens exceed the accessed value of the property, and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

The transferee, Coppin State University will redevelop the vacant property, return it to productive use within a reasonable time, and eliminate blighting conditions. Coppin State University will assemble properties as part of a ten-acre site for the construction of a new Science and Technology Center. The release of liens on the property will make it financially feasible for redevelopment to move forward and prevent tax abandonment.

AGENDA

BOARD OF ESTIMATES

04/24/2013

DHCD - cont'd

Prior to settlement, transferee will pay the purchase price listed in the Agreement of Sale in the amount of \$20,000.00 to the City. This amount exceeds the flat tax and water charges of the property in the amount of \$2,041.23. The amount paid will be applied to satisfy the water bill, real estate flat taxes first, and other liens that have accrued prior to the date of this lien release.

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 of \$20,000.00, within 120 days from the date of approval by the Board, will void this release.

AGENDA

BOARD OF ESTIMATES

04/24/2013

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 Strategic Demolition and Smart Growth Impact Funds (SGIF), Neighborhood BusinessWorks Program (NBWP), or Neighborhood Conservation Initiative (NCI) funding. A local government resolution of support is required by the State for all applications to this program for funding.

1. **HOUSING AUTHORITY OF BALTIMORE CITY** **\$260,000.00**
 (HABC) **(SGIF)**

The HABC has applied for \$260,000.00 in SGIF funds to assist with Phase II homeownership efforts of the Barclay/Old Goucher Neighborhood Redevelopment Project. The funds will be used for the deconstruction of 23 vacant buildings and the excavation and replacement of engineered fill in 18 vacant lots that will become the footprint for Phase II efforts. When complete, Phase II will consist of 30 homeownership units (19 newly constructed buildings and 11 rehabilitated buildings) and a 30,000 square foot park that will serve the community.

2. **PEOPLE'S HOMESTEADING GROUP (PHG)** **\$ 65,000.00**
 (SGIF)

The PHG will deconstruct two buildings, documenting the benefits and costs of taking down vacant houses essentially by hand with no heavy demolition machinery. The benefit to the community is the containment of contaminated dust.

The deconstruction of the project will involve taking down two vacant, dilapidated and structurally unsound rowhouses. The deconstruction will comply with all Maryland Occupational Safety and Health standards, as well as EPA

AGENDA

BOARD OF ESTIMATES

04/24/2013

DHCD - cont'd

requirements to protect the demolition workers, adjacent neighbors and the community as well. A total of 10 temporary jobs will be created during the construction period of the project. The project will also contribute to a revitalization effort centered on the significant transit system intersection of Greenmount Avenue and East North Avenue.

The PHG has applied for \$65,000.00 in SGIF funds in support of this project's estimate at \$825,000.00 in total development costs.

3. **THE WYLIE FUNERAL HOME, P.A.** **\$ 57,500.00**
(NBWP)

The Wylie Funeral Home, P.A. proposes to construct a 10,847 square foot single level funeral home located at 701 N. Mount Street. The vacant property contains approximately 1.6 acres and is located along Mount Street in the Harlem Park neighborhood.

The Wylie Funeral Home, P.A. will invest approximately \$180,567.00 in the construction and soft costs of the building. The M&T Bank will provide construction and permanent financing while The Baltimore Development Corporation will provide a \$100,000.00 loan to assist with furniture, fixtures, and equipment.

4. **TRF DEVELOPMENT PARTNERS, INC.** **\$3,500,000.00**
(NCI)

TRF Development Partners, Inc. is requesting funds to support two projects: Preston Place and City Arts. Both projects continue efforts that are underway through the Neighborhood Stabilization 3 Program (NSP3). The organization is requesting \$2,551,875.00 to acquire and redevelop up to 51 properties located in Preston Place in

AGENDA

BOARD OF ESTIMATES

04/24/2013

DHCD - cont'd

the Oliver community. The Preston Place Redevelopment is being undertaken through a partnership with East Baltimore Development, Inc. To assist with the City Arts development, \$948,125.00 is requested to acquire up to 17 properties located in Greenmount West.

5. **COPPIN HEIGHTS COMMUNITY DEVELOPMENT CORPORATION (CHCDC)** **\$1,050,000.00 (NCI)**

The CHCDC is requesting a total of \$1,050,000.00 which will be used to support three projects. The amount of \$470,000.00 will be used towards the redevelopment of the former Hebrew Orphan Asylum located at 2700 Rayner Avenue and which is part of the former Lutheran Hospital site. The site was acquired by Coppin State University in 2003. The redevelopment plans include a healthy foods market and a community health center.

In addition, \$500,000.00 will be used to support the CHCDC's ongoing efforts to redevelop vacant properties located in the 2700 block of West North Avenue as affordable rental units, specifically: 2711, 2721, 2725, 2727, and 2729 West North Avenue. To ensure that existing residents benefit from the CHCDC's planned investment, the application requests \$50,000.00 to provide façade improvements and emergency repair grants. The balance of the funds in the amount of \$30,000.00 will be used to cover administrative costs.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Finance - Pilot Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a PILOT agreement with Manor South Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

\$ 1,932,600.00 - Bank Loan
 945,000.00 - Baltimore City HOME Funds
 500,000.00 - Weinberg Foundation
13,706,006.00 - LIHTC Equity
 75,000.00 - Developer Equity

\$17,158,606.00

BACKGROUND/EXPLANATION:

Manor South Limited Partnership is the owner of the property located at 3617 Fords Lane. Under the terms of this PILOT agreement, the owner of this property will pay the City in lieu of Baltimore City real estate taxes, 10% of the project's gross revenue less the utility expense.

This project is being sponsored by Comprehensive Housing Assistance, Inc. (CHAI), a non-profit developer using Low Income Housing Tax Credits (LIHTC). The project will create 90 units of affordable elderly rental housing. This project is the final phase of a whole-site redevelopment in the Parks neighborhood.

The project will have 53 one-bedroom units available to individuals that are 62 years of age or older and who earn 60% or less of the area median income, as defined by the U.S. Department of Housing and Urban Development. There will also be 37 two-bedroom units with the same restrictions. The project will also have 14 one-bedroom units designated for non-elderly persons with disabilities from the Housing Authority of Baltimore City. This project further supports the City's efforts to increase the supply of affordable housing in the Park Heights neighborhood.

Finance - cont'd

The PILOT is being requested under 7-503 of the Tax Property Article of the Annotated Code of Maryland (2012 Replacement Volume). The Project meets the requirements of the Act and is entitled to the PILOT. The financing of LIHTC projects like this relies on the ability of the developer to use very limited cash flow to support private and State debt sources.

In this project, a total of Net Operating Income of only \$273,339.00 (net of taxes) is dedicated to debt service of \$142,972.00, State cash flow debt and real property taxes. The estimated full taxes on this project would be between \$180,000.00 and \$210,000.00 annually. The approval of this PILOT is necessary to obtain financing for this project.

MBE/WBE PARTICIPATION:

The project will be receiving other assistance from the City in the form of a HOME loan. When the loan is approved by the Board, the Commitment to Comply will be executed by the developer, in conjunction with the City loan documents.

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Housing and - Modification to HOME Loan
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the modification to the HOME Investment Partnership Program loan for the Coppin Heights Community Development Corporation (CDC).

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

AMOUNT OF MONEY AND SOURCE:

No additional funds are required.

BACKGROUND/EXPLANATION:

On February 10, 2011, the Board approved a HOME Investment Partnerships Program loan to the Coppin Heights Community Development Corporation, (borrower), in the amount of \$120,000.00 (original HOME loan). The proceeds of the original HOME loan were used to assist Coppin Heights CDC with a portion of the construction costs of the Coppin Heights Homeownership project. This project consisted of three units located at 2777 W. North Avenue, 2779 W. North Avenue, and 2781 W. North Avenue in the Coppin Heights community (the project).

On March 14, 2012, the Board approved a supplemental HOME Investment Partnership Program loan to the borrower in the amount of \$90,000.00. Proceeds of this supplemental loan were to be used to further subsidize the three unsold townhome units within the Coppin Heights Homeownership project. To date, all three of the units have been completed.

AGENDA

BOARD OF ESTIMATES

04/24/2013

DHCD - cont'd

Two of the units, 2777 W. North Avenue and 2781 W. North Avenue, were sold for approximately \$130,000.00 and \$140,000.00 to first-time homebuyers with incomes at or below 80% of the area median income (AMI), adjusted for family size. The remaining unit, 2779 W. North Avenue remains unsold.

As with most HOME loans made in connection with for-sale housing, upon the sale of the unit, each purchaser assumed a pro rata share of the original HOME Loan made to the borrower, which was \$40,000.00 per unit.

Like many public and private homeownership developments, the Coppin Heights Homeownership initiative has suffered from the collapse of the for-sale housing market. Buyers have become extremely cautious and while interest rates are very low, the credit score needed to qualify for a loan has risen dramatically, decreasing the pool of buyers even more. Additionally, housing prices have dropped substantially. As a small community development corporation, Coppin Heights CDC cannot afford to continue to absorb losses.

The modification to the HOME loan will allow for a reduction in the number of the original HOME Units, a reallocation of HOME funds and a modification of certain conditions of the original loan. If approved, the project will now consist of the two completed and sold units located at 2777 W. North Avenue and 2781 W. North Avenue. The Department's total HOME subsidy amount to each of the two units (as such term is defined in the 2011 and 2012 Board memoranda) will now be \$105,000.00 per unit, of which \$40,000.00 per unit (or \$80,000.00 aggregate) has been assumed by the buyer of each unit and the remainder being a development subsidy.

DHCD - cont'd

Because of the reallocation of funds, the one unsold homeownership unit will be deleted from the original scope of the Project. It is important that the modification agreement be approved in order to meet the objectives and requirements of the HOME program and not be subject to any recapture provisions which could be imposed by the U. S. Department of Housing and Urban Department (HUD).

The matter has been discussed with the local HUD office and they have expressed no objection from their perspective.

MBE/WBE PARTICIPATION:

Article 6, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for a waiver or exception has been made.

TRANSFERS OF FUNDS

* * * * *

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

34 - 36

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>		
1. \$ 50,000.00 21 st Economic Dev. Loan	9905-912012-9186 CHAP Historic District Façade Reserve	9905-920012-9188 CHAP Historic District Facade Active
<p>This transfer will provide funds for the CHAP Historic District Façade Grant Program, and will provide low income households within the historic housing district with grants for exterior home improvements.</p>		
<u>Department of Housing and Community Development</u>		
2. \$152,500.00 30 th Community Dev. Bonds	9910-904984-9587 Homeownership Incentive Program	9910-906011-9588 Employee Home- buying Assistance - Vacants to Value
40,000.00 30 th Community Dev. Bonds	9910-910017-9588 Buy Into Baltimore Program - Trolley Tour	9910-911029-9588 Live Near Your Work Program
<u>\$192,500.00</u>		
<p>This transfer will provide funds for the Baltimore Housing's Homeownership Incentive Program for fiscal year 2013.</p>		
3. \$ 32,596.90	9910-902985-9587 Housing Dev. Racetrack Funds Reserve	9910-905102-9588 Dolfield Shopping Center Façade Racetrack Funds
227,403.10	9910-902985-9587 Housing Dev. Racetrack Funds Reserve	9910-904207-9588 Pimlico Community Development Racetrack Funds

AGENDA

BOARD OF ESTIMATES

04/24/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and community Development - cont'd</u>		
17,547.91	9910-907994-9587 Special Capital Projects - Racetrack Funds Reserve	9910-904207-9588 Pimlico Community Development - Racetrack Funds
<u>\$277,547.91</u>		

This transfer will move appropriations from reserve accounts to cover deficits in the Dolfield Shopping Center Façade and Pimlico Community Development accounts.

Department of Recreation and Parks

4. \$679,000.00	9938-903794-9475	9938-905794-9474
General Fund	Reserve - Druid Hill Park Mansion Improvements	Active - Druid Hill Park Mansion Improve- ments

This transfer will provide funds to cover costs associated with the funding agreement with People Foundation for redevelopment of the former Superintendent's Mansion at Druid Hill Park approved by the Board on March 31, 2010.

5. \$ 12,000.00	9938-906765-9475	9938-904765-9474
State	Reserve - Courts and Fields Renovations FY09	Active - Courts and Fields Renovations FY09

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task No. 9 to Hord Coplan Macht, Inc. The funds will also be used reconcile the account's deficit.

AGENDA

BOARD OF ESTIMATES

04/24/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation & Parks - cont'd</u>		
6. \$ 20,000.00	9938-901744-9475	9938-904744-9474
Rec. & Parks	Reserve - Clifton	Active - Clifton
25 th Series	Park Recreation	Park Recreation
	Center	Center

This transfer will provide funds to cover the costs associated with Change Order No. 16 for Clifton Park Recreation Center, Contract RP10811.

7. \$ 40,000.00	9938-904758-9475	9938-901758-9474
MVR	Reserve - Major	Active - Major Park
	Park Improvements	Improvements FY09
	FY09	

This transfer will provide funds to cover the costs associated with furnishing and installing park signs in Druid Hill Park.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Police Department - Agreement, Amendment No. 1 to Grant Agreement, and Acceptance of Grant Adjustment Notification

The Board is requested to approve and authorize execution of a grant agreement, amendment no. 1 to an agreement, and to approve the acceptance of a grant adjustment notification.

AGREEMENT

1. THE UNIVERSITY OF MARYLAND **\$100,000.00**
MEDICAL SYSTEM - R. ADAMS COWLEY
SHOCK TRAUMA CENTER

Account: 4000-470012-2252-694201-607001

On October 5, 2011, the Board approved a grant award from the Bureau of Justice for FY'11 Justice Assistance Grant Program in the amount of \$940,666.00. This agreement with the organization will continue to serve as an integral component in the Violence Prevention Program by servicing the most at-risk populations in Baltimore City. The organization was selected to receive funds for the Violence Prevention Program. The period of the agreement is January 1, 2013 through December 31, 2013.

This agreement is late because it was recently received from the sub-grantee.

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Police Department - cont'd

AMENDMENT NO. 1 TO AGREEMENT

2. MARYLAND EMERGENCY MANAGEMENT AGENCY (MEMA) (\$ 30,000.00)

Account: 4000-472413-2023-212600-600000

On October 17, 2012, the Board authorized a grant award agreement with MEMA for the FY12 Urban Area Security Initiative (UASI) grant program in the amount of \$1,476,804.00. This amendment no. 1 will reallocate the USAI grant funding to complete regional projects. The net change to the total award is a decrease of \$30,000.00, making a new total for this grant award \$1,446,804.00. All other terms and conditions of the agreement will remain unchanged.

AUDITS NOTED THIS AMENDMENT.

GRANT ADJUSTMENT NOTIFICATION

3. UNITED STATES DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS \$0.00

On December 22, 2010, the Board authorized and approved acceptance of the grant award from the U.S. Department of Justice, Office of Justice Programs for the FY'10 Baltimore City Juvenile Screening and Diversion Program. The GAN is a no-cost time extension and extends the award period from March 31, 2013 to September 30, 2013.

The acceptance of the GAN will allow time for the City to ensure that three service contracts are completed and satisfactory executed. The contracts are geared to reduce juvenile delinquency.

AUDITS NOTED THE NO-COST TIME EXTENSION.

APPROVED FOR FUNDS BY FINANCE

(The agreement, amendment to agreement, and the grant adjustment notification have been approved by the Law Department as to form and legal sufficiency.)

Department of Communication Services - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with HPA Consulting Group, Inc. (HPA). The period of the agreement is effective upon Board approval for six months.

AMOUNT OF MONEY AND SOURCE:

100% contingency fees

BACKGROUND/EXPLANATION:

The Department of Communication Services will retain the consultant to implement the next phase of recommendations for telecommunication cost reductions for the City.

The HPA will recommend additional ways to lower telecommunication costs while maintaining their service levels. This analysis will include but not be limited to telephone lines/circuits that the City is no longer using, reconfiguring existing services and eliminating services that should not be on the City's invoice.

The HPA will accomplish this phase of the project through a number of methods including analyzing telecom usage reports, calling services to see if they are in service, field surveys of the City's telecommunications infrastructure, and considering additional pricing plans from existing vendors. HPA has the expertise and staff with over 200 years of experience and knowledge in telecommunications systems and facilities network to perform this audit. The HPA will use a combination of staff including Field Technicians, Billing Analysts, clerical and key HPA principals. HPA will implement recommendations on behalf of the City and verify through billing analysis that the accepted recommendations have been implemented.

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

EXTRA WORK ORDERS

* * * * *

The Board is requested to approve the

Extra Work Order

as listed on the following page:

41

The EWO has been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

AGENDA

BOARD OF ESTIMATES

04/24/2013

EXTRA WORK ORDERS

	<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Time</u>	<u>%</u>
	<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext. Compl.</u>
<u>Bureau of Water and Waste Water</u>				
1.	EWO # 016, (\$64, 843.00) - S.C. 8526, Sludge Digester Facilities at the Back River Wastewater Treatment Plant			
	\$38,667,000.00	\$251,821.74	Ulliman Schutte Construction, LLC	0 12.94
2.	EWO # 017 (\$166,766.00) - S.C. 8526, Sludge Digester Facilities at the Back River Wastewater Treatment Plant			
	\$38,667,000.00	\$186,978.74	Ulliman Schutte Construction, LLC	0 12.94
3.	EWO #035 \$28,280.00 - W.C. 1164, Towson Finished Water Reservoir Cover and Miscellaneous Repairs			
	\$18,393,000.00	\$473,702.88	Whiting Turner Contracting Co., Inc.	- -
4.	EWO #037 \$63,656.45 - W.C. 1164, Towson Finished Water Reservoir Cover and Miscellaneous Repairs			
	\$18,393,000.00	\$504,372.62	Whiting Turner Contracting Co., Inc.	- 68
5.	EWO #004 \$0.00 - W.C. 1214R, Repaving Utility Cuts at Various Locations			
	\$3,984,398.50	\$363,832.11	Monumental Paving & Excavating, Inc.	0 58

The overruns and underruns cancel each other out.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Bureau of Water & Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of task no. 022, to Rummel, Klepper & Kahl, LLP, under Project 1143R - Inspection Services, (S.C. 900 and W.C. 1224). The original agreement will expire on June 28, 2015. The period of this task is one year.

AMOUNT OF MONEY AND SOURCE:

\$ 51,836.89 - 9956-905644-9551-900020-705032 (S.C. 900)
96,268.52 - 9960-910703-9557-900020-705032 (W.C. 1224)
\$148,105.41

BACKGROUND/EXPLANATION:

The consultant will provide inspection staff for S.C. 900, Improvements to Sanitary Sewers in Upper Jones Falls and Maryland Avenue Areas in the Jones Falls Sewershed, and W.C. 1224, Carver Vo-Tech High School Area Water Main Replacement per their proposal dated February 19, 2013.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 015 to Louis Berger Water Services, Inc. under Project No. 1161, On-Call Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$169,870.32 - 9950-904327-9527-900010-705032

BACKGROUND/EXPLANATION:

Under this task, the consultant will provide construction inspection services for TR 10314, Parcel D, Inner Harbor East Improvements Phase III. The scope of services includes project management and quality assurance during work, periodic field visits to review inspector work, and construction inspection.

MBE/WBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Transportation - Refund of Excess Proceeds
from an Auction

ACTION REQUESTED OF B/E:

The Board is requested to approve payment, by Expenditure Authorization, of the refund of excess proceeds from a City vehicle auction to the registered owner, Ms. Cecilia Yvonne Harris-Lemmon.

AMOUNT OF MONEY AND SOURCE:

\$7,252.00 - 1001-000000-1950-505215-401774

BACKGROUND/EXPLANATION:

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code (2000).

The registered owner and/or lienholder was properly notified that the vehicle was at the Towing Section, and the vehicle remained unclaimed. Therefore, the vehicle was sold at auction and the owner has requested the refund of the excess proceeds from the auction.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Mayor's Office of - Agreement
Employment Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Humanim, Inc. The period of the agreement is April 15, 2013 through December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$33,250.00 - 4000-807513-6312-672005-603051
 4000-806713-6312-672005-603051
 1001-000000-6331-672015-603051

The exact accounts and amounts drawn from those accounts cannot be determined until the participants are registered.

BACKGROUND/EXPLANATION:

Humanim, Inc. will provide Deconstruction Worker training for ten eligible participants enrolled in an on-the-job employer based customized training program.

Humanim, Inc. will provide a customized training plan for each participant prior to the start of training. Deconstruction Worker training will include learning basic steps to deconstruct a building and salvage materials. Participants will develop jobsite skills that will enable them to obtain employment in the deconstruction, construction and business industry. Training will also include learning safety requirements, deconstruction

AGENDA

BOARD OF ESTIMATES

04/24/2013

MOED - cont'd

tool usage, health hazard recognition and prevention, and management of salvaged materials.

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.)

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:

Abel Recon, LLC	\$ 3,996,000.00
Alliance Roofing & Sheet Metal, Inc.	\$ 8,000,000.00
Bulls Group, LLC	\$ 27,000.00
EMH Environmental, Inc.	\$ 8,000,000.00
E.T. Pigatt Enterprises, LLC	\$ 279,000.00
Graver Tank, Company	\$ 1,500,000.00
Hess Construction + Engineering Services, Inc.	\$ 134,118,000.00
Iacoboni Site Specialists, Inc.	\$ 35,127,000.00
Marine Technologies, Inc.	\$ 8,000,000.00
Oscar Renda Contracting, Inc.	\$ 469,935,000.00
Partition Plus, Inc.	\$ 1,500,000.00
Towson Mechanical, Inc.	\$ 35,316,000.00
Worcester Eisenbrandt, Inc.	\$ 8,000,000.00

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:

BVF Engineering, Inc.	Engineer
Colbert Matz Rosenfelt, Inc.	Engineer Land Survey
Gant Brunnett, Architects, Inc.	Architect
Hatch Mott MacDonald, LLC	Architect Engineer Land Survey

BOARDS AND COMMISSIONS

Prequalification of Architects and Engineers - cont'd

iDesign Engineering, Inc.	Engineer
KPN Architects, LLC	Architect
MIN Engineering, Inc.	Engineer
Structura, Inc.	Engineer
Waldon Studio Architects & Planners	Architect

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of General Services - Developer's Agreement No. 1275

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1275 with JAG Washington Gateway, LLC. developer.

AMOUNT OF MONEY AND SOURCE:

\$188,745.00

BACKGROUND/EXPLANATION:

JAG Washington Gateway, LLC is building apartments near The Johns Hopkins medical campus and needs fire-suppression and domestic water services, conduit, and streetscaping. This developer's agreement will allow for the upgraded improvements.

An Irrevocable Standby Letter of Credit in the amount of \$188,745.00 has been issued to JAG Washington Gateway, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

(The developer's agreement no. 1275 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of General Services (DGS) - Energy Efficiency
Community Block Grant
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the energy efficiency community block grant agreement with Creative City Public Charter School Foundation, Inc. The period of the agreement is effective upon Board approval through August 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$47,250.00 - 9916-913900-9197

BACKGROUND/EXPLANATION:

The DGS has been provided with funds from the Energy Efficiency Community Block Grant (EECBG) for facility upgrades and retrofits that will significantly improve energy efficiency in facilities operated by Baltimore City non-profit organizations.

Creative City Public Charter School Foundation, Inc. will implement energy efficiency upgrades by providing much needed window replacement retrofits to the Kipp School located at 2810 Shirley Avenue.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The energy efficiency community block grant agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

04/24/2013

Dept. of General Services - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 3139 Fait Avenue	D Carey Development, LLC	Garage extension 10'8" x 4'

Annual Charge: \$149.25

A PROTEST WAS RECEIVED FROM MS. JOYCE MACH.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of General Services (DGS) - Ratification

ACTION REQUESTED OF B/E:

The Board is requested to ratify the services provided and approve payment to Roy Kirby & Sons, Inc.

AMOUNT OF MONEY AND SOURCE:

\$69,449.00 - 9910-908987-9588

BACKGROUND/EXPLANATION:

This approval will allow payment to Roy Kirby & Sons, Inc. for installation of concrete sidewalk, detectable pavers, and landscaping along the 600 block of Fallsway.

The new sidewalk for the Fallsway Housing and Service Center project was omitted from the project because of the Department of Transportation's (DOT) plans to construct a new Bike Trail along Fallsway. The DOT project did not materialize until after completion of the new Housing and Service Center. Since the sidewalks were required to open the facility for public use, the DGS directed Roy Kirby & Sons, Inc. to perform the work.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Condemnation</u>			
1. Ritu Rana	930 N. Bradford St.	L/H	\$16,250.00

Funds are available in account 9910-908044-9588-900000-704040, Milton-Montford Project.

Department of Law - Payment of Settlements

2. 3349 Woodland, LLC	3349 Woodland Ave.	F/S	\$22,000.00
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On March 14, 2012, the Board approved the acquisition by condemnation of the fee simple interest in the property located at 3349 Woodland Avenue for \$28,000.00. The owner valued the property at \$75,000.00. The parties agreed to settle the action for the amount of \$50,000.00. Therefore, the Board is requested to approve an additional \$22,000.00.

Funds are available in account 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

3. Robert Mickey	730 E. Biddle St.	L/H	\$ 533.00
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On February 1, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 730 E. Biddle Street for the amount of \$5,067.00, based upon appraisal reports obtained from independent appraisers. The owner of the property interest valued it at \$24,000.00. The owner's appraisal report was questioned extensively by the Law Department, the Department of Housing and Community Development, and the Real Estate Department. The owner has decided to settle the claim for \$5,600.00 (i.e., and additional \$533.00). The \$5,600.00 will be used to reduce the

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Law - cont'd

outstanding municipal liens and charges against the property. At the time of settlement the owner owed \$9,725.92 in municipal liens and charges. The Board is requested to approve an additional \$533.00.

Funds are available in account 9990-907714-9593-900001-704040, Johnston Square Project.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Health Department - Agreements and Ratification of Agreements

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreements, ratify the agreements, and authorize payment for services rendered.

AGREEMENTS

1. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$197,461.00**

Account: 4000-422513-3030-271516-603051

The JHU will provide personnel to manage the Syphilis Elimination Project (SEP). The JHU will oversee the Rapid Response Team and monitor one SEP sponsored community-based organization. The period of the agreement is January 1, 2013 through December 31, 2013.

The agreement is late due to a delayed receipt of required documentation.

2. **JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE (JHUSOM)** **\$150,000.00**

Account: 4000-499013-3023-513201-603051

The JHUSOM will provide services in the area of expanded HIV testing. The JHUSOM will complete 5000 rapid HIV tests, ensure the provision of HIV test results to all patients, as well as provide post-test prevention counseling for all patients newly diagnosed with HIV infection. In addition, the organization will link all patients to medical care, offer prevention services for patients newly diagnosed with HIV infection. The JHUSOM will comply with all HIV testing, reporting, and documentation requirements of the Centers for Disease Control and Prevention, the Maryland Infection Disease and

AGENDA

BOARD OF ESTIMATES

04/24/2013

Health Department - cont'd

5. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 10,000.00**

Account: 5000-530313-3041-605800-603051

The organization will work with the Department to provide information and education services on tobacco use prevention and cessation to young adults, ages 18-24. The services will be provided in community settings and social settings to reduce secondhand smoke exposure. The period of the agreement is July 1, 2012 through June 30, 2013.

This agreement is late because funding was awarded on January 28, 2013 and further delays occurred because the Department was waiting on an acceptable budget and scope of services.

6. **TOTAL HEALTH CARE, INC.** **\$126,000.00**

Account: 4000-499013-3023-513200-603051

The organization will provide services in the area of targeted outreach and HIV testing for High-Risk Heterosexuals in Baltimore City. The organization will increase HIV testing among persons seeking medical care in high HIV incidence neighborhoods by providing rapid and conventional HIV testing in new venues, thereby reducing HIV transmissions, ensuring early diagnosis of HIV infections, and increasing access to quality HIV medical care. The organization will provide on-going HIV prevention services for persons living with HIV and who become aware of their serostatus. HIV testing, partner services, and linkage to care activities supported by the Health Department will also be provided. The period of the agreement is January 1, 2013 through December 31, 2013.

This agreement is late because the Department was waiting for the required documentation.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Health Department - cont'd

7. **HEALTH CARE FOR THE HOMELESS, INC. (HCH)** **\$ 53,245.00**

Account: 4000-499013-3023-513200-603051

The HCH will provide services to reduce high-risk behaviors related to the transmission of HIV in Baltimore City. The HCH will provide individual HIV/AIDS/STD education and risk reduction strategies using the Positive Wellness and Renewal Program curriculum, refer participants to HIV health and human services, and actively assist clients in accessing these services. The period of the agreement is January 1, 2013 through December 31, 2013.

This agreement is late because of the delay in receiving an acceptable scope and budget.

MWBOO GRANTED A WAIVER.

8. **LIGHT HEALTH AND WELLNESS** **\$ 94,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 4000-499013-3023-513200-603051

The organization will provide HIV/AIDS/STD education and risk reduction strategies using the SELF Education/Support curriculum and the Healthy Relationships curriculum in an effort to prevent new HIV infections among men who have sex with men in Baltimore City, particularly African American Men who have tested seropositive for HIV. The period of the agreement is January 1, 2013 through December 31, 2013.

This agreement is late because the grant was awarded at the end of December 2012 and the delay in receiving an acceptable budget and scope of services.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Health Department - cont'd

RATIFICATION OF AGREEMENTS

9. **LIGHT HEALTH AND WELLNESS COM-
PREHENSIVE SERVICES, INC.** **\$13,906.00**

Account: 4000-427613-3042-599602-603051

The organization provided Ryan White Part D Youth Services. The period of the agreement was July 1, 2012 through September 30, 2012.

The agreement is late because funding was awarded late in the fiscal year and because the Department was awaiting an appropriate scope of work and budget. The agreement was mailed to the provider for signature on September 26, 2012 and returned on October 10, 2012, after the agreement expired.

10. **HEALTH CARE FOR THE HOMELESS, INC. (HCH)** **\$24,000.00**

Account: 4000-499012-3030-513200-603051

The organization provided health education services to prevent new HIV infections among homeless intravenous drug users (IDUs) in the City. The program participants demonstrated increased knowledge of HIV/AIDS, modes of transmission, and risk reduction strategies, perceived risk for and severity of HIV/STD infection, mechanical skills and self efficacy for proper condom use and needle cleaning. The period of the agreement was July 1, 2012 through December 31, 2012.

On December 20, 2012, the Department's Program Manager requested an agreement with HCH for Health Education and Risk Reduction Prevention with Substance Abusers.

Health Department - cont'd

FY 2012 was the first year for direct funding from the Centers for Disease Control to the City. The vendors had historically been funded by the State of Maryland. The lack of clear guidance on how to handle the transition from State to City funding delayed the initiation of contracts and compliance with new documentation requirements from the City further lengthened delays. The Department expects that these existing issues have been addressed and should not delay the contract process moving forward.

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

04/24/2013

Health Department - Notification of Grant Awards

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the notification of grant awards (NGA).

1. **MARYLAND DEPARTMENT OF AGING (MDoA) \$ 90,803.00**
FY13 SENIOR HEALTH INSURANCE
PROGRAM (SHIP)

Account: 4000-433413-3023-273300-404001

The award will provide funds to support public education about health insurance plan options to Baltimore City senior residents and their families.

These funds will also supplement the Senior Information & Assistance Program. The period of the grant award and agreement is April 1, 2012 through March 31, 2013.

The NGA is late because the original NGA was received in June 2012 and was misplaced in the Department.

2. **MARYLAND DEPARTMENT OF AGING (MDoA) \$161,842.00**
NUTRITION SERVICE INCENTIVE PROGRAM (NSIP)

Account: 6000-633513-3254-316200-404001

The interim award will allow the Department to provide funding for senior nutrition programs at designated meal sites or home delivered meals.

This interim NGA is based on 75% of the final FY12 NSIP funding and reflects the Department's award based on actual FY13 meal counts and the final FY12 award notification.

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

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Urban Coalition for HIV/AIDS Prevention Services (UCHAPS) membership dues. The period of the membership is January 1, 2013 through December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 4000-499013-3030-513200-604051

BACKGROUND/EXPLANATION:

UCHAPS is a partnership of community members and health department representatives from urban jurisdictions most heavily impacted by HIV/AIDS. UCHAPS shares information, ideas and resources gathered through technical assistance presentations with a broader audience through its website and at national conferences.

The Department's Bureau of HIV/STD services collaborates with UCHAPS for best practice documents to support program development and implementation.

The invoice was not paid due to a misunderstanding regarding the proper payment mechanism to use i.e Purchase Requisition or contractual agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Finance - AM-204-18, Equal Employment Opportunity Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve a new Equal Employment Opportunity Policy, AM-204-18.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

AM-204-18, Equal Employment Opportunity Policy will replace two existing City policies. AM-226-1, Sexual Harassment Policy and PM-320, Equal Opportunity Complaints. The purpose of AM-204-18, Equal Employment Opportunity Policy is to provide an updated and more streamlined policy that incorporates all aspects of EEO compliance, including the principles of inclusion and non-discrimination, harassment and sexual harassment, and retaliation. The policy also sets forth the City's reporting procedures.

The proposed policy is designed in Compliance with all applicable local, state and federal laws, including but not limited to Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, the Americans with Disabilities Act, the Genetic Information and Nondiscrimination Act, the Equal Pay Act, Title 20 of the Maryland State Government Article, and Article 4 of the Baltimore City Code.

The proposed policy was reviewed and recommended by a committee of agency human resources/legal representatives, which included the Department of Transportation, the Department of Public Works, the Department of General Services, the Baltimore City Fire Department, the Baltimore City Police Department, the Health Department, Recreation and Parks, Enoch Pratt Free

AGENDA

BOARD OF ESTIMATES

04/24/2013

Department of Finance - cont'd

Library, Department of Finance, Baltimore Housing, Baltimore Convention Center, the Mayor's Office of Employment Development, and the City Council Offices. In addition, the policy was reviewed and recommended by the Law Department and the Office of the Labor Commissioner.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

68 - 71

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

In connection with the Transfer of Funds,
a report has 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

04/24/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases

- | | | | |
|----|-----------------------------------------------------|----------------------|--------------|
| 1. | B50002837, Furnish
and Deliver Black
Fill Mix | Perma-Patch,
Inc. | \$200,000.00 |
|----|-----------------------------------------------------|----------------------|--------------|

(Department of Public Works/
Bureau of Water Wastewater)

MWBOO GRANTED A WAIVER.

A PROTEST WAS RECEIVED FROM SEABOARD ASPHALT PRODUCTS COMPANY.

- | | | | |
|----|---------------------------------------|-----------------------------|--------------|
| 2. | B50002861, Various
Pipe & Fittings | L/B Water
Services, Inc. | \$200,000.00 |
|----|---------------------------------------|-----------------------------|--------------|

(Department of Public Works/
Bureau of Water Wastewater)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|-----------------------------------------------------------------------------------|----------------------------------|--------------|
| 3. | B50002251, Citywide
Police Requested
Towing Services -
Additional Vendor | Frankford Towing
Service, LLC | \$300,000.00 |
|----|-----------------------------------------------------------------------------------|----------------------------------|--------------|

(Department of Transportation)

On August 15, 2012, the Board approved an initial award to various vendors. On April 10, 2013, the Board approved the termination of three vendors and an additional award to four other vendors. For adequate coverage of the City, the using agency has determined that an additional vendor is required in the southeastern part of the City. The recommended awardee is the next responsible bidder eligible for award on this solicitation.

With the requested action the total contract value is \$3,300,000.00.

AGENDA

BOARD OF ESTIMATES

04/24/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - cont'd

MBE: Chaudry Towing Co., Inc.	7.5%
JJ Adams Fuel Oil Co., LLC	2.5%
Total	10.0%
WBE: The Baltimore Auto Supply Co.	0.25%
CC Press Net, Inc.	2.75%
Total	3.00%

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MWBOO set goals of 10% MBE and 3% WBE, and on June 7, 2012 found the vendor non-compliant, due to a failure to notarize the Part D: MBE/WBE Participation Affidavit form as required. This award is recommended on the condition that the awardee comes into compliance within 10 days of the award.

- 4. B50002753, Police Strategic Policy \$285,834.00
Department Con- Partnership, LLC
sulting Service

(Police Department)

MWBOO GRANTED A WAIVER.

A PROTEST WAS RECEIVED FROM LAW ENFORCEMENT ACCREDITATION CONSULTANTS, INC.

AGENDA

BOARD OF ESTIMATES

04/24/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

5. TR 12017RR, Material Froehling & Robertson, \$ 84,975.00
Testing 2013 Various Inc.
Projects Citywide
- MBE:** Findling, Inc. \$12,750.00 15.00%
- WBE:** Priority One Staffing \$ 4,250.00 5.00%
Services, Inc.

MWBOO FOUND VENDOR IN COMPLIANCE.

Bureau of Water & Wastewater

6. SC 889, Dundalk Metra Industries, \$6,157,810.00
Wastewater Pumping Inc.
Station Force Main
Replacement
- MBE:** Machado Construction \$616,000.00 10.00%
Company, Inc.
- WBE:** R&R Contracting \$185,000.00 3.00%
Utilities, Inc.

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM AMERICAN INFRASTRUCTURE-MD, INC.

A RESPONSE TO THE PROTEST FROM AMERICAN INFRASTRUCTURE-MD, INC. WAS RECEIVED FROM METRA INDUSTRIES, INC.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater - cont'd

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$4,861,541.61	9956-902755-9549	
Wastewater	Construction Reserve	
Revenue Bonds	Dundalk Avenue	
3,266,767.39	PS Force Main	
County Appropria-		
tions		
<u>\$8,128,309.00</u>		
\$ 615,781.00	-----	9956-911755-9551-2
		(Extra Work)
615,781.00	-----	9995-911755-9551-3
		(Design)
369,468.50	-----	9956-911755-9551-5
		(Inspection)
6,157,810.00	-----	9956-911755-9551-6
		(Construction)
369,468.50	-----	9956-911755-9551-9
<u>\$8,128,309.00</u>		(Administration)

This transfer is for the award of SC 889, Dundalk Waste-water Pumping Station Force Main Replacement.

AGENDA

BOARD OF ESTIMATES

04/24/2013

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

1. INTERSTATE TRUCK EQUIPMENT

INC.	\$0.00	Extension
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Solicitation No. 06000 - OEM Parts & Service for Seagrave Fire Apparatus - Department of General Services, Fleet Management - P.O. No. P502097

On April 30, 2008, the Board approved the initial award in the amount of \$114,000.00. The award contained three 1-year renewal options. The final renewal was approved by the Board on February 15, 2012. A four-month extension is requested. This three month extension will allow time to execute a new contract. This extension is for the period May 1, 2013 through August 31, 2013.

MWBOO GRANTED A WAIVER.

2. FRANK QUINN COMPANY	\$ 0.00	Renewal
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Solicitation No. 08000 - O.E.M. Parts and Service for Quinn Generators & Electrical Equipment - Department of General Services, Fleet Management Division - P.O. No. P508427

On May 20, 2009, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal is for the period May 20, 2013 through May 19, 2014, with no 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

04/24/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases - cont'd

3.	<u>FIRST CALL</u>		
	THE AUTO BARN, INC.	\$	0.00
	<u>SECOND CALL</u>		
	TED'S TOWING SERVICE,		0.00
	INC.	\$	<u>0.00</u>
			Renewal
	Solicitation No. B50001009 - Towing and Road Service for Heavy Equipment & Trucks - Department of General Services - P.O. Nos. P508492, P508493		

On May 27, 2009, the Board approved the initial award in the amount of \$1,000,000.00. Subsequent actions were approved. This is the final renewal option for the period May 21, 2013 through May 20, 2014.

MWBOO SET GOALS OF 5% FOR MBE AND 0% FOR WBE.

Ted's Towing Service received no work during this period.

MWBOO FOUND VENDORS IN COMPLIANCE.

4.	FREE STATE REPORTING	\$	67,000.00	Increase
	Solicitation No. B50002108 - Court Reporting - Liquor Board, Police, ERS/FPERS, etc. - P.O. No. - P518180			

On September 7, 2011, the Board approved the initial award in the amount of \$22,464.00. On October 3, 2012, the Board approved a renewal in the amount of \$44,928.00. The increase in the amount of \$67,000.00 is needed to accommodate agency usage that was previously processed using Expenditure Authorizations. The Bureau of Purchases will use the remaining time to evaluate ongoing City-wide usage in order

AGENDA

BOARD OF ESTIMATES

04/24/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

to develop a formal solicitation for the City's future needs. This increase in the amount of \$67,000.00 will make the total contract award \$134,392.00. The period of the increase is effective upon Board approval through October 31, 2014.

MWBOO GRANTED A WAIVER.

5.	SHERWIN WILLIAMS CO.,	\$200,000.00	
	D/B/A DURON		
	THE MCCORMICK PAINT	50,000.00	
	WORKS CO.		
		\$250,000.00	Multiple Awards

Maryland State Contract Nos. 001B1400610 and 001B1400611 - Paint & Chemical Coating - Agencies Various - P.O. Nos. P517162, P517163

City agencies have standardized several of its painting requirements on particular paint products from the above listed vendors. The State of Maryland competitively bid and awarded a statewide contract for paint and chemical coatings to these vendors. The period of the multiple awards is May 1, 2013 through April 30, 2014.

6.	<u>FIRST CALL</u>		
	P & J CONTRACTING	\$3,000,000.00	
	CO., INC.		
	<u>SECOND CALL</u>		
	K & K ADAMS, INC.	0.00	
		\$3,000,000.00	Renewal

Solicitation No. B50001351 - Baltimore City Building Demolition - Department of Housing and Community Development, etc. - P.O. P513966, P513967

On June 16, 2010, the Board approved the initial award in the amount of \$15,000,000.00. This is the first renewal in the amount of \$3,000,000.00. The period of the renewal is July 10, 2013 through July 9, 2014 with one 1-year renewal option remaining.

AGENDA

BOARD OF ESTIMATES

04/24/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

P & J Contracting Co., Inc.

MBE: Phipps Construction Contracting	11.60%
RBJ Contracting Company	<u>2.83%</u>
	14.43%

WBE: Cleo Enterprises, Inc.	4.60%
D & O Contracting, Inc.	<u>0%</u>
	4.60%

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

The recommendation for increase is made on the condition that P & J Contracting Company, Inc. comes into compliance within ten days of the Board approval.

K & K Adams, Inc.

MBE: Dease Concrete Services	12.03%
Ball & Breckenridge	<u>26.69%</u>
	38.72%

WBE: Fallsway Construction	6.57%
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MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

04/24/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases

7. ITEMS 7 - 11

AMERICAN TRAFFIC SAFETY \$ 60,000.00
MATERIALS, INC.

ITEMS 1 THROUGH 6, 12

OSBURN ASSOCIATES, INC. 40,000.00
\$100,000.00

Renewal

Solicitation No. B50001914 - Reflective Sign Sheeting -
Department of Transportation - P.O. P517819, P517820

On July 13, 2011, the Board approved the initial award in the amount of \$84,104.00. This is the second renewal in the amount of \$100,000.00 for the period of July 13, 2013 through July 12, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

Department of General Services

8. NORTHPOINT BUILDERS, Inc. \$32,600.00 Low Bid
Solicitation No. IC 555 - Columns Repair and Related Work at
Engine 50 located at 1601 Broening Highway

AGENDA

BOARD OF ESTIMATES

04/24/2013

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is effective upon Board approval through September 30, 2013, unless otherwise noted.

1. **METRO DELTA EDUCATIONAL PROGRAMS, INC./** **\$51,217.00**
METRO DELTA HEAD START PROGRAM

Account: 5000-586813-6051-516300-603051

The organization will provide Head Start services to 54 children and their families for two months during the summer from June to July, 2013, five days a week.

The program will strengthen its Head Start Early Learning Framework Outcomes by focusing on additional support in the areas of math and science. The program will hire Lead Teachers, Assistant Teachers, Floater Aides, a Literacy Coordinator, Cook, van driver, and a Custodian. Books and other materials will be purchased for the classroom to enhance and further develop language skills and cognitive development in a variety of content areas. The children will also attend two field trips, one to the Baltimore Zoo, and the second to the Maryland Science Center.

2. **ASSOCIATED CATHOLIC CHARITIES, INC./** **\$68,290.00**
ST. JEROME HEAD START PROGRAM

Account: 5000-586813-6051-516600-603051

The organization will provide Head Start services to 72 children and their families for six weeks during the summer from June to August, 2013, five days a week.

The program will focus on intentional instruction to increase physical activity, analysis and reasoning and overall proficiency. The program will purchase needed supplies and equipment, and schedule two field trips.

AGENDA

BOARD OF ESTIMATES

04/24/2013

MOHS - cont'd

3. **DAYSPRING PROGRAMS, INC./** **\$94,847.00**
DAYSPRING HEAD START PROGRAM

Account: 5000-586813-6051-515600-603051

The organization will provide Head Start services to 100 children and their families for two months during the summer from June to August, 2013, five days a week.

The program will hire educational staff that will focus on school readiness during these months. The program will purchase needed supplies and equipment, and plan multiple field trips to enhance classroom experiences.

4. **UNION BAPTIST CHURCH-SCHOOL, INC./** **\$45,527.00**
UNION BAPTIST/HARVEY JOHNSON
HEAD START PROGRAM

Account: 5000-586813-6051-516000-603051

The organization will provide Head Start services to 48 children and their families for two months during the summer from June to August, 2013, five days a week.

The program will enhance children's social, physical, cognitive and language development. The program will also hire educational staff that will focus on increasing children's motor skills, enriching math skills, healthy eating and geography.

MWBOO GRANTED A WAIVER

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

04/24/2013

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

ACTION REQUESTED OF B/E:

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

	<u>Grantee</u>	<u>No. of Clients</u>	<u>Amount</u>
1.	NEWBORN HOLISTIC MINISTRIES, INC./ MARTHA'S PLACE	4 Homeless Women	\$40,561.50

Account: 4000-496212-3573-591424-603051

The organization will provide permanent housing assistance and supportive services at its Single Occupancy Room Occupancy location called Martha's Place. Supportive services include but are not limited to addiction counseling, money management training case management and other referrals. The period of the agreement is February 1, 2013 through January 31, 2014.

2.	BALTIMORE MENTAL HEALTH SYSTEMS	10 Homeless Clients	\$134,813.00
----	--------------------------------------------	------------------------	---------------------

Account: 4000-496313-3573-591241-603051

The organization will provide rental assistance and supportive services to individuals who have a serious mental illness. Services include access to health and mental treatment, case management, housing placement and entitlements. The period of the agreement is April 1, 2013 through March 31, 2014.

MWBOO GRANTED A WAIVER

AGENDA

BOARD OF ESTIMATES

04/24/2013

MOHS - cont'd

	<u>Grantee</u>	<u>No. of Clients</u>	<u>Amount</u>
3.	ST. AMBROSE HOUSING AID CENTER, INC.	9 Homeless Families	\$139,761.00

Account: 4000-496313-3573-591252-603051

The organization will provide rental assistance and supportive services to clients in nine scattered site apartments throughout the City. The supportive services will focus on life skills, employability skills, and service linkages if appropriate. The period of the agreement is March 15, 2013 through March 14, 2014.

4.	ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)		\$113,165.50
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Account: 4000-496212-3573-267825-603051

The ACC will cover the staffing costs and minimal operational costs for its permanent housing program for homeless individuals and their families that were recently incarcerated. The period of the agreement is February 1, 2013 through January 31, 2014.

MWBOO GRANTED A WAIVER

The items are late due to a delay in funding from the U.S. Department of Housing and Urban Development.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

04/24/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Human Services</u>			
1. Barbara Bartels Cristina Schweon Donna Clayton LaSandra Jackson Joyce Drake	Summer Learning Institute Brooklyn, NY June 11 - 14, 2013	Federal Head Start	\$6,508.75
<u>Fire and Police Employees' Retirement System</u>			
2. Frank Coakley	24 th Annual Pension and Financial Services Conference New York, NY June 23 -26, 2013 (Reg. Fee \$150.00)	Special Funds - Fire & Police	\$1,244.00
<u>Department of Public Works</u>			
3. Samuel Atolaiye	Collection System 2013: Gold Nuggets of Knowledge Sacramento, CA June 9 - 12, 2013 (Reg. Fee \$915.00)	Water & Waste Water Constr. Mgt.	\$2,261.95

The subsistence rate for this location is \$160.00 per night for a total of \$480.00. The hotel rate is \$165.00 per night for a total of \$495.00. The occupancy tax is \$19.80 per night for a total of \$59.40 and a tourism assessment of \$1.65 per night for a total of \$4.95. The Department is requesting an additional subsistence of \$5.00 per day to cover the cost of the hotel for a total of \$15.00 and an additional \$40.00 per day to cover the cost of food for a total of \$160.00. The additional funds have been included in the total.

AGENDA

BOARD OF ESTIMATES

04/24/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
4. Daphne Hicks	National Family Planning and Reproductive Health Conference Alexandria, VA April 28 - 30, 2013 (Reg. Fee \$375.00)	Family Planning-Special Needs Account	\$ 758.63

The registration will be paid by EA000115668. The amount to be disbursed to Ms. Hicks is \$383.63.

Office of the City Council President

5. Carolyn Blakeney	Maryland Assoc. of Counties 2013 Annual Summer Conf. Ocean City, MD August 14 - 17, 2013 (Reg. Fee \$400.00)	General Fund	\$1,580.83
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The subsistence rate for this location is \$266.00 per day. The hotel rate is \$270.49 per night not including occupancy taxes in the amount of \$28.24 per night. The Office is requesting an additional \$4.49 per night to cover the cost of the hotel as well as \$40.00 per day to cover meals and incidental expenses. The Office has prepaid the registration on the City issued credit card assigned to Mr. Hosea Chew. The disbursement to Ms. Blakeney will be in the amount of \$1,180.83.

AGENDA

BOARD OF ESTIMATES

04/24/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the City Council President</u>			
6. Bernard C. "Jack" Young	Maryland Assoc. of Counties', 2013 Annual Summer Conf. Ocean City, MD August 14 - 17, 2013 (Reg. Fee \$285.00)	Elected Official Expense Acct,	\$1,301.19

The subsistence rate for this location is \$266.00 per day. The hotel rate is \$270.49 per night not including occupancy taxes in the amount of \$28.24 per night. The Office is requesting an additional \$4.49 per night to cover the cost of the hotel as well as \$40.00 per day to cover meals and incidental expenses. The Office has prepaid the registration on the City issued credit card assigned to Mr. Hosea Chew. The disbursement to Mr. Young will be in the amount of \$1,016.19.

TRAVEL APPROVAL

Department of Housing and Community Development

7. Carol Amanze	National Grants Management Assoc. (NGMA) Washington, DC Feb. 25 - 27, 2013 (Reg. Fee \$849.00)	Comm. Devel. Block Grant	\$ 849.00
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On February 25 - 27, 2013, Ms. Amanze attended the NGMA Body of Knowledge Training in Washington, DC. Ms. Amanze was paid \$42.00 by Expense Statement for transportation. The Board is requested to authorize an expenditure of \$849.00 to pay the NGMA for Ms. Amanze's registration. This request is late because of the delay in preparing the travel request.

AGENDA

BOARD OF ESTIMATES

04/24/2013

Law Department - Opinion - Request for Refund of Real
Property Taxes

The Board is requested to approve a refund of real property taxes for Mr. James White.

It is the opinion of the Law Department that Mr. White has met the qualifications for a real property tax exemption of a disabled veteran, and that Mr. White is eligible to receive a refund of taxes paid because he was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. It has been determined that Mr. White is entitled to a refund of real property taxes, which was paid as follows:

<u>Claimant/s</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
JAMES WHITE	2130 Ashburton Street	2011/2012	\$1,190.58
		2010/2011	1,343.29
		2009/2010	1,288.68
			\$3,822.55

Mr. White filed his application on or about March 15, 2013.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. In order to avoid interest being paid, each claimant's application for a refund must be made within 60 days of the application.

AGENDA

BOARD OF ESTIMATES

04/24/2013

PROPOSAL AND SPECIFICATIONS

1. Department of Transportation - TR 12015RR, Reconstruct
Deteriorated Manholes at
Various Locations Citywide
BIDS TO BE RECV'D: 05/22/2013
BIDS TO BE OPENED: 05/22/2013

2. Department of Public Works/
Dept. of Recreation & Parks - RP 12811, Joseph Lee Site
Improvements
BIDS TO BE RECV'D: 06/05/2013
BIDS TO BE OPENED: 06/05/2013

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED