

## NOTICES :

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

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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

c. Procurement Lobbyist

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

d. Required Posting

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

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

NOTICES - cont'd:

1. SPECIAL NOTICE FOR JULY 29, 2020, 9:00 A.M.  
BOARD OF ESTIMATES' MEETING

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1  
(408) 418-9388 (ACCESS CODE: 1297828724) AND/OR STREAM IT LIVE  
USING THE FOLLOWING LINK:  
<http://charmtvbaltimore.com/watch-live>

2. 12:00 NOON MEETING ANNOUNCEMENT OF BIDS  
AND OPENINGS

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING  
(443) 984-1696 (ACCESS CODE: 0817325) AND/OR STREAM IT LIVE  
USING THE FOLLOWING LINK:  
(<http://charmtvbaltimore.com/watch-live>)

## BOARD OF ESTIMATES' AGENDA - JULY 29, 2020

### BOARDS AND COMMISSIONS

#### 1. Prequalification of Contractors

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

Century Fence Construction, LLC	\$1,500,000.00
Eastern Elevator Service and Sales Company	\$8,000,000.00
Mid Atlantic Fountain Design and MFG. Company, Inc.	\$1,500,000.00
Ruff Nex, LLC	\$ 800,000.00

#### 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:

Alvi Associates, Inc.	Engineer
Baker Engineering Services, Inc.	Engineer
CV, Inc.	Landscape Architect Engineer Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

**BOARDS AND COMMISSIONS** - cont'd

Chesapeake Environmental Management, Inc.	Engineer Land Survey
Environmental Systems Analysis, Inc.	Landscape Architect
Moffatt & Nichol, Inc. A/K/A Moffatt & Nichol	Engineer
Stantec Consulting Services, Inc.	Architect Engineer Land Survey
Straughan Environmental, Inc.	Engineer
The Sheward Partnership, LLC	Architect
The Traffic Group, Inc.	Engineer
The Wilson T. Ballard Company	Engineer Land Survey
Urban Engineers, Inc.	Engineer
Waldon Studio, Architects & Planners, PC	Architect
Zest LLC	Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Department of Real Estate - First Renewal of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the first renewal to Lease Agreement with the Horticultural Society of Maryland, Inc. for the rental of 85 sq. ft. of office space located at the Vollmer Center, 4915 Greenspring Avenue. The period of the first renewal is June 1, 2020 through May 31, 2025.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - Annual rent

**BACKGROUND/EXPLANATION:**

On September 23, 2015, the Board approved the original five-year lease agreement for the period June 1, 2015 through May 31, 2020, with the option to renew for two additional five-year terms.

The Horticultural Society of Maryland, Inc., would like to exercise its first renewal option for the period June 1, 2020 through May 31, 2025. All other terms and provisions of the original lease agreement remain in full force and effect.

The lease agreement renewal option is late because of the Covid-19 shutdown.

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Department of Real Estate - Second Renewal of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the second renewal to Lease Agreement with the Federated Garden Clubs of Maryland, Inc. for the rental of 300 sq. ft. of office space located at the Vollmer Center, 4915 Greenspring Avenue. The period of the second renewal is June 1, 2020 through May 31, 2025.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - Annual rent

**BACKGROUND/EXPLANATION:**

On June 16, 2010, the Board approved the original five-year lease agreement for the period June 1, 2010 through May 31, 2015, with the option to renew for three additional five-year terms. On March 11, 2015, the Board approved the first renewal option for the lease agreement for the period June 1, 2015 through May 1, 2020.

The Federated Garden Clubs of Maryland, Inc., would like to exercise its second renewal option for the period June 1, 2020 through May 31, 2025. All other terms and provisions of the original lease agreement remain in full force and effect.

The lease agreement renewal option is late because of the Covid-19 shutdown.

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Department of Real Estate - Renewal of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Renewal of Lease Agreement with Peterbilt of Baltimore, LLC, Tenant for the rental of a part of the unimproved property within the southernmost portion of 1701-1715 Poncabird Pass. The period of the renewal of lease is August 1, 2020 through July 31, 2025.

**AMOUNT OF MONEY AND SOURCE:**

\$3,860.00 - payable in advance on the first day of August of each year.

**BACKGROUND/EXPLANATION:**

On July 29, 2015, the Board approved a lease with C & F Development LLC, Tenant for the rental of a part of the unimproved property being the southernmost portion of 1701-1715 Poncabird Pass. The leased premises was used by patrons of the adjoining Ponca Bird Pub and the Snack Shack owned by C & F Development LLC. C & F Development, LLC sold their property at 1701-1715 Poncabird Pass to Peterbilt of Baltimore, LLC. A condition of this sale is that C & F Development LLC can obtain permission of the City to assign the lease agreement to Peterbilt of Baltimore, LLC. On November 4, 2015, the Board approved the acceptance of an assignment of lease to Peterbilt of Baltimore, LLC for the above mentioned property. The lease agreement has a termination date of July 31, 2020 with the option to renew for an additional five-year period. Peterbilt of Baltimore, LLC has exercised their renewal option commencing August 1, 2020, and terminating July 31, 2025. All other rentals, conditions and provisions of the lease agreement dated July 29, 2015 and assignment of lease dated November 4, 2015 shall remain in effect.

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Department of Real Estate - Renewal of Sublease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the second renewal option of a Sublease Agreement between the Baltimore Development Corporation, Sublessor, and the Mayor's Office of Employment Development, Sublessee, for the rental of property located at 36 S. Charles Street, consisting of approximately 1,906 square feet on the 20<sup>th</sup> floor. The period of the sublease agreement is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

<u>Basic Annual Rent</u>	<u>Monthly Rental Rent</u>
\$31,239.34	\$2,603.28

Account: 4000-806721-6312-817000-603013

**BACKGROUND/EXPLANATION:**

On June 28, 2017, the Board approved the Sublease Agreement between the Baltimore Development Corporation and the Mayor's Office of Employment Development (MOED). The term of the lease was for two years, from July 1, 2017 through June 30, 2019 with the option to renew for three additional one-year.

On June 26, 2019, the Board approved the first renewal option from July 1, 2019 through June 30, 2020. MOED is exercising their second renewal option and the leased premises will continue to be used as office space by MOED.

All other terms and conditions of the Sublease Agreement dated June 28, 2017 shall remain in effect.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Department of Real Estate - Inter-Departmental Lease Agreement Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the 1<sup>st</sup> renewal option of an Inter-Departmental Lease Agreement by and between the Department of General Services, Landlord, and the Baltimore City Office of Information and Technology, Tenant, for the rental of the a portion of the property known as 401 E. Fayette Street, consisting of 11,149 square feet.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$230,935.53	\$19,244.62

Account: 1001-000000-1471-165700-603096

**BACKGROUND/EXPLANATION:**

On March 4, 2020, the Board approved an Interdepartmental Lease Agreement between the Department of General Services, Landlord and the Baltimore City Office of Information and Technology for one year, July 1, 2019 through June 30, 2020, with five 1-year renewal periods.

The Baltimore Office of Information and Technology has exercised its 1<sup>st</sup> renewal option, from July 1, 2020 through June 30, 2021. The Landlord's responsibilities will include maintaining the interior common areas and exterior of the building, providing janitorial and pest control services, and providing and paying for all utilities.

The Tenant's responsibilities will include the cost of improvements, providing equipment for tenant operations, telephone and computer services, and providing security to the leased premises. All other rentals, conditions and provisions of the Lease Agreement dated March 4, 2020, will remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Department of Real Estate - Inter-Departmental Lease Agreement Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the 1<sup>st</sup> renewal option of an Inter-Departmental Lease Agreement by and between the Department of General Services, Landlord, and the Department of Transportation, Tenant, for the rental of a portion of the property known as 401 E. Fayette Street, consisting of 8,549 square feet.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$96,371.56	\$8,030.96

Account: 1001-000000-2301-248700-603096

**BACKGROUND/EXPLANATION:**

On January 8, 2020 the Board approved an Interdepartmental Lease Agreement between the Department of General Services, Landlord and the Department of Transportation, Tenant, for one year, from July 1, 2019 through June 30, 2020, with five one year renewal periods.

The Department of Transportation, has exercised their 1<sup>st</sup> renewal option, commencing July 1, 2020 and terminating June 30, 2021. The Landlord's responsibilities will include maintaining the interior common areas and exterior of the building, providing janitorial and pest control services, and providing and paying for all utilities.

The Tenant's responsibilities will include the cost of improvements, providing equipment for tenant operations, telephone and computer services, and providing security to the leased premises. All other rentals, conditions and provisions of the lease agreement dated January 8, 2020, will remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Space Utilization Committee - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with the East Baltimore Enterprise, Inc., Landlord, and the Mayor and City Council on behalf of the Juvenile Division of the Circuit Court, Tenant, for the rental of a portion of the building known as Chance Center located at 301 N. Gay Street Baltimore, Maryland being on the 1<sup>st</sup> floor, and consisting of approximately 850 sq. ft. of office space to be used for training classes and general offices. The lease agreement is for the period of July 1, 2020 through June 30, 2021 with an option to renew for an additional one year term.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$12,325.00	\$1,027.08

Account: 5000-544416-1100-117001-603052

**BACKGROUND/EXPLANATION:**

The Juvenile Court is requesting the Board approve a Lease Agreement for a term of 1 year commencing on July 1, 2020 to June 30, 2021, with the option to renew for an additional one year term.

The Space Utilization Committee approved this lease on July 14, 2020.

This lease is late because of continuous review of the lease agreement between the Landlord and the Department.

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/29/2020**

Space Utilization Committee - Recreation Center Lease

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the execution of a Recreation Center Lease between the Department of Recreation and Parks, Landlord, and Boys and Girls Club of Metropolitan Baltimore, Inc., Tenant, for the premises known as 3560 3<sup>rd</sup> Street, Baltimore. The period of the lease will be for one year, effective upon Board approval and terminating one year thereafter, with the option to renew for five one year periods.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - if demanded

**BACKGROUND/EXPLANATION:**

The leased premises will be used for recreational programming and will be utilized as a community resource space. The City will maintain the grounds in accordance with Department maintenance schedules. The tenant shall be responsible for general cleaning and normal maintenance of the premises.

The Space Utilization Committee approved this lease on June 23, 2020.

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