

## **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- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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.

## AGENDA

BOARD OF ESTIMATES

08/28/2019

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

2. THE BOARD OF ESTIMATES IS SCHEDULED TO BE IN RECESS AT 9:00 A.M. AND 12:00 NOON ON SEPTEMBER 4, 2019.

BOARD OF ESTIMATES' RECESS  
SEPTEMBER 4, 2019

THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON SEPTEMBER 4, 2019. THE BOARD OF ESTIMATES WILL RECONVENE ON SEPTEMBER 11, 2019.

3. THE BOARD OF ESTIMATES' SUBMISSION DEADLINE FOR THE SEPTEMBER 11, 2019 BOARD OF ESTIMATES' AGENDA IS THURSDAY, AUGUST 29, 2019 BY 11:00 A.M.

## **BOARD OF ESTIMATES' AGENDA - AUGUST 28, 2019**

### **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:

Citiroof Corporation	\$ 8,000,000.00
Gray & Son, Inc.	\$42,110,000.00
RN'G Construction, Inc.	\$ 1,500,000.00
Road Safety, LLC	\$ 1,500,000.00
Specialty Underwater Services, LLC	\$ 1,500,000.00
The Fireline Corporation	\$ 8,000,000.00
URETEK USA, Inc.	\$46,580,000.00

#### 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:

Biohabitats, Inc.	Landscape Architect Engineer
Burdette, Koehler, Murphy and Associates, Inc.	Engineer
Charles P. Johnson & Associates, Inc.	Landscape Architect Engineer Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**BOARDS AND COMMISSIONS** - cont'd

Corrpro Companies, Inc.	Engineer
Duffield Associates	Landscape Architect Engineer
Froehling & Associates, Inc.	Engineer
Greenman-Pedersen, Inc.	Landscape Architect Engineer Land Survey Property Line Survey
Intreegue Design, Inc.	Landscape Architect
LSG Landscape Architecture, Inc.	Landscape Architect
Peer Consultants, P.C.	Engineer
Pure Technologies U.S. Inc.	Engineer
Sidhu Associates, Inc.	Engineer
The Traffic Group, Inc.	Engineer
WATEK Engineering Corporation	Engineer
Ziger/Snead, LLP	Architect

TRANSFERS OF FUNDS

\* \* \* \* \*

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

4 - 9

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**

**08/28/2019**

**TRANSFERS OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Health Department</u>			
1.	<b>\$ 276,402.95</b>	9926-962001-9313	9926-903337-9312
	General Fund	Unallocated	Animal Shelter
	Revenue		

The Department is utilizing a portion of its unallocated capital fund to serve as the City's contribution to the Baltimore Animal Control Shelter construction project.

Department of Housing and Community Development

2.	<b>\$1,000,000.00</b>	9910-922012-9587	9910-910632-9588
	General Funds	Whole Block	Whole Block
		(Reserve)	Operational
			Cost

This transfer will move appropriations to support operational costs associated with the Whole Block acquisition, relocation, and demolition efforts.

3.	<b>\$ 400,000.00</b>	9910-903975-9587	9910-905121-9588
	General Funds	Capital Admin.	Capital Admin.
		(Reserve)	

This transfer will move appropriations to support the administrative costs associated with the management of the capital budget.

4.	<b>\$1,000,000.00</b>	9910-930004-9587	9910-905261-9588
	3 <sup>rd</sup> Comm. & Eco.	Urgent Demolition	Urgent Demolition
	Dev. Bonds	(Reserve)	

This transfer will provide funds to support the Citywide Emergency Demolition Program for Fiscal Year 2020.

# **AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

## **TRANSFERS OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Housing and Community Development - cont'd</u>		
5. <b>\$ 370,000.00</b>	9910-905259-9587	9910-904186-9588
Pimlico Local	Ambassador Comm.	Healthy
Impact Aid - VLT	Development	Neighborhood
	(Reserve)	Ambassador
This transfer will provide funds for the predevelopment activities with the Ambassador Theater located at 4604 Liberty Heights Avenue.		
6. <b>\$6,000,000.00</b>	9910-924030-9587	
State Fund	CORE Whole/Half	
	Block Demo	
<b>3,000,000.00</b>	-----	9910-905143-9588
		CORE Whole Block
		and Half Block
		Demolition
<b>3,000,000.00</b>	-----	9910-905162-9588
		CORE Whole Block
		and Half Block
		Land Resources
This transfer will provide funding for the CORE Whole Block and Half Block Demolition for Fiscal Year 2020. These funds will be used for acquisition, relocation and demolition costs associated with the CORE Program.		
<u>Department of Recreation and Parks</u>		
7. <b>\$ 75,000.00</b>	9938-923101-9475	9938-928012-9474
Federal	Park Facility	Citywide BCRP
	Assessment	System Plan
	(Reserve)	



**AGENDA****BOARD OF ESTIMATES****08/28/2019****TRANSFERS OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Recreation and Parks - cont'd</u>		
This transfer will provide funds to cover the costs associated with public outreach, planning services, technical assistance in support of the 21 <sup>st</sup> Century Parks and Recreation System Project.		
<u>Baltimore Development Corporation</u>		
8. \$13,096.00	9910-914022-9600	9910-903355-9601
1 <sup>st</sup> Comm. EBF	Constr. Res.	W/S Historic
	WS Historic Prop.	Prop. Rehab.
	Stab.	
3,348.75	9910-994001-9600	9910-908102-9601
19 <sup>th</sup> EBF	Constr. Res.	S. Balto. Ind.
	Unallocated Res.	Coml. Dev.
6,688.11	9910-994001-9600	9910-908102-9601
21 <sup>st</sup> EBF	Constr. Res.	S. Balto. Ind.
	Unallocated Res.	Coml. Dev.
189.18	9910-906993-9600	9910-909460-9601
24 <sup>th</sup> EBF	Constr. Res. Inner	Inner Harbor
	Harbor Area	

**\$23,322.04**

This transfer provided funds to reimburse Baltimore Development Corporation for eligible capital expenses for the months of February through May 31, 2019.

Department of Planning

9. <b>\$50,000.00</b>	9904-921021-9129	9904-922021-9127
1 <sup>st</sup> Comm. and Eco.	INSPIRE Plan	INSPIRE (Active)
Dev. Bonds	Implementation	
	(Reserve)	

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**TRANSFERS OF FUNDS**

**AMOUNT**

**FROM ACCOUNT/S**

**TO ACCOUNT/S**

Department of Planning - cont'd

This transfer will fund improvements in communities around new 21<sup>st</sup> Century Schools, including greening and public art.

10. <b>\$750,000.00</b>	9904-921021-9129	9904-910023-9127
1 <sup>st</sup> Comm. and Eco.	INSPIRE Plan	INSPIRE (Active)
Dev. Bonds	Implementation	
	(Reserve)	

This transfer will fund sidewalk improvements around 21<sup>st</sup> Century Schools opening in the 2019-2020 school year, including Bay Brook Elementary/Middle School, John Ruhrah Elementary/Middle School and Calvin Rodwell Elementary/Middle School.

Baltimore City Office of Information Technology (BCIT)

11. <b>\$300,000.00</b>	9903-918039-9117	9903-919039-9116
3 <sup>rd</sup> Parks and	BCIT Data Ware-	BCIT Data Ware-
Public Facilities	house Project	house Project

The transfer is requested for the May cyber-attack remediation and hardening of the environment.

12. <b>\$1,500,00.00</b>	9903-918040-9117	9903-919040-9116
3 <sup>rd</sup> Parks and	Disaster Recovery	Disaster Recovery
Public Facilities	Implement	Implement

The transfer is for the May cyber-attack remediation and hardening of the environment.

13. <b>\$2,700,000.00</b>	9903-921042-9117	9903-922042-9116
3 <sup>rd</sup> Parks and	Cloud Hybrid	Cloud Hybrid
Public Facilities	Upgrade	Upgrade

This transfer is for the May cyber-attack remediation and hardening of the environment.

**AGENDA****BOARD OF ESTIMATES****08/28/2019****TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
BCIT - cont'd		
14. <b>\$1,000,000.00</b>	9903-922038-9117	9903-923038-9116
3 <sup>rd</sup> Parks and Public Facilities	BCIT Email Upgrade	BCIT Email Upgrade

The City e-mail system was implemented on a six-year enterprise agreement contract, expiring November 2019. The current email system (Microsoft Exchange 2010) will no longer be supported. The transfer is for the e-mail upgrade.

15. <b>\$ 300,000.00</b>	9903-916041-9117	9903-917041-9116
3 <sup>rd</sup> Parks and Public Facilities	Network Cabling Wiring Upgrade	Network Cabling Wiring Upgrade

The transfer is for the May cyber-attack remediation and hardening of the environment.

16. <b>\$ 200,000.00</b>	9903-923032-9117	9903-924032-9116
3 <sup>rd</sup> Parks and Public Facilities	BCIT Fiber Project	BCIT Fiber Project

The transfer is for the May cyber-attack remediation and hardening of the environment.

17. <b>\$ 250,000.00</b>	9903-913046-9117	9903-915046-9116
3 <sup>rd</sup> Parks and Public Facilities	Data Center Fiber Divergence	Data Center Fiber Divergence

Ninety percent of City agency fibers coverage are at the Abel Wolman Building. This project will assess viability and diversify fiber to the primary data center at Tierpoint and will create fiber path diversity between data centers to create fiber data and voice resiliency for City agencies connected to the Abel Wolman Data Center only.

AGENDA

BOARD OF ESTIMATES

08/28/2019

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Department of Public Works/ <u>Office of Engineering and Construction</u>		
18. <b>\$113,671.00</b>	9960-909082-9558	9960-905096-9557-3
Water Utility	WC 1365 Berea WM	Design
Funds	Rehab. Various	
The transfer will cover the costs of advertisement for WC 1365 Berea WM Replacement and Rehabilitation Various Locations and clear DPW WC-1365.		

**AGENDA****BOARD OF ESTIMATES****08/28/2019****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Options</u>			
1. SRG Properties No. 1, LLC	2703 Fenwick Avenue	G/R \$90.00	\$ 825.00
2. Eutaw Place, LLC	2703 Hugo Avenue	G/R \$96.00	\$ 880.00
3. Madison Bank of Maryland	2711 Fenwick Avenue	G/R \$90.00	\$ 825.00
4. Bochtav Ventures, Inc.	2723 Hugo Avenue	G/R \$180.00	\$ 1,500.00
5. Tridack, LLC	2715 Fenwick Avenue	G/R \$56.00	\$ 514.00
6. Turf, LLC	2717 Fenwick Avenue	G/R \$90.00	\$ 825.00
7. Sambor Investments, LLC	2720 Hugo Avenue	G/R \$96.00	\$ 880.00
8. Ground Rents, LLC	2712 Hugo Avenue	G/R \$90.00	\$ 825.00
9. William A. Grant	2717 Hugo Avenue	G/R \$56.00	\$ 514.00

Funds are available in account no. 9910-904326-9588-900000-704040,  
Fenwick CHM Project.

10. Jacqueline Dent	3109 Oakley Avenue	F/S	\$ 9,000.00
---------------------	--------------------	-----	-------------

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

**AGENDA****BOARD OF ESTIMATES****08/28/2019****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			
11. Lion of Judah Praise Temple, Inc.	306 N. Schroeder Street	F/S	\$ 3,600.00
12. Lion of Judah Praise Temple, Inc.	308 N. Schroeder Street	F/S	\$ 3,000.00
13. Lion of Judah Praise Temple, Inc.	310 N. Schroeder Street	F/S	\$ 3,600.00
Funds are available in account no. 9910-914135-9588-900000-704040, Poppleton Project.			
14. Mid-Atlantic Funding Corporation	507 N. Mount Street	Sub-G/R \$140.00	\$ 533.00
Funds are available in account no. 9910-907079-9588-900000- 704040, future Harlem Park RFP.			
15. William Weintraub	1334 Mosher Street	G/R \$78.00	\$ 650.00
Funds are available in account no. 9910-905640-9588-900000- 704040, FY 17 CORE Demo Project.			
16. Marion I and Henry J. Knott Foundation, Inc.	4703 Homer Avenue	G/R \$96.00	\$ 880.00

**AGENDA****BOARD OF ESTIMATES****08/28/2019****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			
Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment Area Complete Project.			
In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amounts.			
<u>Department of Housing and Community Development - Condemnations</u>			
17. Alvin Smith	3105 Oakley Avenue	F/S	\$ 4,800.00
18. Kim Summers	3111 Oakley Avenue	F/S	\$ 9,000.00
Funds are available in account no. 9910-903183-9588-900000-704040, FY17 CORE Demo Project.			
19. James Edward Lucas	4706 Park Heights Avenue	G/R \$70.00	\$ 583.00
Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment Project.			
20. John Maag and Phyllis Maag	2722 Hugo Avenue	G/R \$90.00	\$ 750.00
Funds are available in account no. 9910-904326-9588-900000-704040, CHM Project.			

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
21. Bernard E. Terry and Ida M. Terry	4714 Park Heights Avenue	G/R \$96.00	\$ 640.00

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

DHCD - Condemnation or Redemption

22. Robert Todd and Dorothy Todd	4710 Park Heights Avenue	G/R \$96.00	\$ 640.00
--	-----------------------------	----------------	-----------

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

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for this property.



## AGENDA

BOARD OF ESTIMATES

08/28/2019

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

### **ACTION REQUESTED OF B/E:**

The Board approve the sale of the City-owned property located at 531 N. Patterson Park Avenue to Ghassem Chatrchi, Developer.

### **AMOUNT OF MONEY AND SOURCE:**

\$3,400.00 - purchase price

### **BACKGROUND/EXPLANATION:**

The project will involve the complete rehabilitation of a vacant building for use as a single-family home to be rented at market rate. The property is located in the McElderry Park neighborhood.

The authority to sell the property is given under Baltimore City Code, Article 13, § 2-7(h).

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

The property will be sold pursuant to the Appraisal Policy using the Waiver Valuation Process. The property was priced at \$4,700.00 using the Waiver Valuation process. The property will be sold for \$3,400.00 for the following:

- specific benefit to the immediate area,
- the sale will help eliminate blight from the neighborhood, and
- the sale and rehabilitation will promote economic development through the placement of the properties on the City's tax rolls.

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

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

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Housing and - Side Yard Land Disposition Agreement  
Community Development

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement (LDA) with Rodger Hatchett and Vanessa Hatchett, Purchasers, for the sale of the City-owned property located at 728 McCabe Avenue.

#### **AMOUNT OF MONEY AND SOURCE:**

\$533.00 - Purchase Price

\$400.00 - will be held in escrow

#### **BACKGROUND/EXPLANATION:**

The Purchasers will use private funds to pay for the acquisition and maintenance of the property.

The Department's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 728 McCabe Avenue to the Purchasers. As a condition of conveyance, the Purchasers have agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code.

Department of Housing and - cont'd  
Community Development

**MBE/WBE PARTICIPATION:**

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation. Therefore, Minority and Women's Business Enterprise participation is not applicable.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Mayor's Office of Homeless Services -Agreement

The Board is requested to approve and authorize execution of the Agreement with St. Vincent de Paul. The period of the agreement is April 1, 2019 through arch 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$1,150,279.00 - 4000-407018-3571-757701-603051

**BACKGROUND/EXPLANATION:**

St. Vincent de Paul of Baltimore, Inc. will provide rental assistance and supportive services to 68 homeless households. The overarching goals of the Project include: increasing housing stability, skills and/or income, and enhancing self-determination.

The delay in submission is due to a delay at the administrative level.

**MWBOO GRANTED A WAIVER ON JUNE 10, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreement with St. Vincent de Paul has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**08/28/2019**

#### Mayor's Office of Homeless Services - Subordination Agreement

The Board is requested to approve and authorize execution of the Subordination Agreement with Project Plase, Inc. and Enterprise Community Loan Fund, Inc. (ECLF)

#### **AMOUNT OF MONEY AND SOURCE:**

\$0.00

#### **BACKGROUND/EXPLANATION:**

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Housing Opportunities for Persons with AIDS (HOPWA) Program. As a sub-recipient, Project Plase, Inc. and the City entered an agreement on May 16, 2012, in the amount of \$800,000.00 for the purposes of acquiring and developing property under their HOPWA Project.

On October 26, 2012, Project Plase, Inc. acquired property located at 3549-3555 Old Frederick Road with the City as the immediate subordinate lien holder.

Project Plase, Inc. entered a promissory note with Enterprise Community Loan Fund, Inc. (ECLF) in the amount of \$730,000.00 to continue development of the property as a condition to making the Loan.

The ECLF has requested that the rights and interests of the City and Project Plase, Inc. be subordinated to the lien of the Deed of Trust in the event that Project Plase, Inc. ceases to hold title to the premises as a result of ECLF's exercise of a remedy for the default under any of the loan documents.

The City has agreed to subordinate its rights and interests and Project Plase, Inc. agrees to the subordination as provided in the Grant Agreement and the Covenants, subject to the conditions contained therein.

#### **APPROVED FOR FUNDS BY FINANCE**

#### **AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Subordination Agreement with Project Plase, Inc. and Enterprise Community Loan Fund, Inc. has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

BOARD OF ESTIMATES

08/28/2019

Mayor's Office of Homeless Services - Amendment to Grant Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Grant Agreement (Amendment) with the U.S. Department of Housing and Urban Development (HUD). The Amendment will extend the period of the Grant Agreement through February 29, 2020.

### **AMOUNT OF MONEY AND SOURCE:**

\$0.00

### **BACKGROUND/EXPLANATION:**

On August 15, 2018, the Board approved a Grant Agreement with HUD for the operation of the Continuum of Care Program in the amount of \$615,157.00 for the period of July 13, 2018 to August 31, 2019.

HUD and the Mayor's Office of Homeless Services wish to extend the grant period to spend the remaining \$329,000.64 of the grant.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Amendment to Grant Agreement with the U.S. Department of Housing and Urban Development has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Department of Real Estate - Deed

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Deed to Greektown, LLC, for the closing of a certain parcel of land known as the former bed of Dillon Street, extending from the east side of CSX Transportation Inc. Railroad easterly 201.24 feet to the west side of South Macon and no longer needed for public use.

#### **AMOUNT OF MONEY AND SOURCE:**

\$43,000.00

#### **BACKGROUND/EXPLANATION:**

On March 12, 2018, the City entered into a closing agreement with Greektown, LLC. They would like to close and acquire a certain parcel of land known as the former bed of Dillon Street, extending from the east side of CSX Transportation, Inc. Railroad easterly 201.24 feet to the west side of South Macon Street. The parcel is the site of a planned mixed-use/residential redevelopment of Greektown by Kettler Development t/a Greektown, LLC, which owns all but one of the abutting properties and has obtained a written consent from the owner of the property. Greektown, LLC will consolidate the closed portion of Dillon Street into its existing properties and will build 13 townhomes along S. Macon Street and a commercial use building is proposed along O'Donnell Street.

The closing and sale were authorized by means of Sales Ordinance No. 19-236 approved on April 22, 2019.

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



## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Space Utilization Committee - Amendment to Lease Agreement

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Lease Agreement (Amendment) with The County Commissioners of Carroll County, Tenant, for the rental of land located within the Liberty Reservoir Watershed, Carroll County, Maryland, consisting of 3.63 acres of land.

##### **AMOUNT OF MONEY AND SOURCE:**

\$1.00 - if demanded

##### **BACKGROUND/EXPLANATION:**

On February 16, 2005, the Board approved a Lease Agreement with the Tenant, which currently leases land from the City for the use of its water treatment facility located within the Liberty Reservoir, Eldersburg, Maryland.

The Amendment will give Carroll County the right to construct, maintain and expand a water intake structure, water filtration plant, pumping station, pipelines and necessary appurtenant works, in, on, over and through the demised premises. Carroll County will install at its own expense meters which will be used as a basis for measuring raw water extracted by Carroll County from the Liberty Reservoir and install a meter, which will be used as a basis for measuring filtered water returned by the County to the Liberty Reservoir after processing.

Carroll County will install a meter which will be used for a basis for measuring discharged/returned water to the Liberty Reservoir. Carroll County will pay quarterly for water it uses, minus water returned. The amount of water returned to the Liberty Reservoir will be deducted from the quarterly intake readings. Discharged water returned to Liberty Reservoir is roughly 5% of the total of raw water extracted. This discharge is authorized by National Pollutant Discharge Elimination Systems ("NPDES") and State discharge permits.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Space Utilization Committee - cont'd

The above permit requires discharges to be monitored and analyzed weekly for contaminants. The permit also requires daily Total Residual Chlorine, pH and Flow monitoring recording.

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Space Utilization Committee - Lease Agreement

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Lease Agreement with St. Vincent De Paul of Baltimore, Inc., Tenant, for the rental of the property known as 242 S. Patterson Park Avenue (a.k.a. 238-242 S. Patterson Park Avenue), consisting of approximately 10,695 square feet of land, which includes a playground area and a building containing approximately 17,102 square feet. The period of the Lease Agreement is effective upon Board approval for five years, with an option to renew for an additional four five-year periods.

##### **AMOUNT OF MONEY AND SOURCE:**

\$1.00 - Annual Rent

##### **BACKGROUND/EXPLANATION:**

The leased premises will be used to operate a charitable education program.

The Tenant accepts and takes the leased premises in an "AS IS" condition. The Tenant will be responsible for all taxes and assessments levied against the leased premises by the Department of Assessments and Taxation, State of Maryland.

In addition, the Tenant will be responsible for all utilities serving the leased premises and will be responsible for maintaining the interior and exterior of the building. The Tenant will also be responsible for all improvements to the leased premises, to include routine maintenance and capital improvements.

The Lease Agreement is late because of administrative delays.

The Space Utilization Committee approved this Lease Agreement on January 9, 2018.

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**08/28/2019**

#### Space Utilization Committee - Lease Agreement

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Lease Agreement with St. Vincent De Paul of Baltimore, Inc., Tenant, for the rental of the property known as 5001 Park Heights Avenue, consisting of approximately 14,209 square feet of land, which includes a playground area and a building containing approximately 10,355 square feet. The period of the Lease Agreement is effective upon Board approval for five year, with an option to renew for an additional four five-year renewals.

##### **AMOUNT OF MONEY AND SOURCE:**

\$1.00 - Annual Rent

##### **BACKGROUND/EXPLANATION:**

The leased premises will be used to operate a charitable education program.

The Tenant accepts and takes the leased premises in an "AS IS" condition. The Tenant will be responsible for all taxes and assessments levied against the leased premises by the Department of Assessments and Taxation, State of Maryland.

In addition, the Tenant will be responsible for all utilities serving the leased premises and will be responsible for maintaining the interior and exterior of the building. The Tenant will also be responsible for all improvements to the leased premises, to include routine maintenance and capital improvements.

The Lease Agreement is late because of administrative delays.

The Space Utilization Committee approved this Lease Agreement on January 9, 2018.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Real Estate - Renewal of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the Lease Agreement by and between The Baltimore Child Abuse Center, Inc., (BCAC) Landlord, and the Mayor and City Council of Baltimore, on behalf of the Baltimore City Police Department Child Abuse, Family Crimes, Missing Persons and Sex Offender Registry Units, (BCPD) Tenant, for the rental of approximately 11,175 square feet of space located at 2300 N. Charles Street. The period of the Lease Agreement renewal is October 1, 2019 through September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

Annual Rent

Monthly Installments

\$68,500.00

\$5,708.33 (Third floor)

Account: 5000-588519-2021-212900-603026

Building Operating and Telephone Costs

Annual

Monthly

\$43,104.58

\$3,592.04

Tenant will pay 38.5% (representing portion of building occupied by Tenant) of total annual building costs for electricity, water, janitorial and trash removal services (approximately \$32,904.58). Additionally Tenant will pay for phone service at an annual cost of \$10,200.00.

Account: 1001-000000-2021-212800-603015

**BACKGROUND/EXPLANATION**

On August 10, 2016, the Board approved a Lease Agreement by and with the BCAC, Landlord and the Mayor and City Council of Baltimore

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Real Estate - cont'd

on behalf of the BCPD, Tenant. The term of the lease was for three years effective October 1, 2016 through September 30, 2019 with the option to renew for three additional one-year periods. The BCPD is exercising their first renewal option effective October 1, 2019 through September 30, 2020.

The Leased Premises will continue to be used by the BCPD for its Child Abuse, Family Crimes, Missing Persons and Sex Offender Registry Units. All other terms and conditions of the Lease Agreement dated August 10, 2016 remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

## **AGENDA**

### **BOARD OF ESTIMATES**

**08/28/2019**

#### Department of Recreation and Parks - Donation Agreement

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Donation Agreement with Downtown Partnership of Baltimore, Donor, Bensky Construction Company, LLC and Kusser Graniteworks USA, Inc., Contractors. The Board is further requested to approve the contractors' performance and payments bonds. The Donation Agreement is effective upon Board approval until final acceptance of the project by the City, unless earlier terminated pursuant to the terms of the Donation Agreement.

##### **AMOUNT OF MONEY AND SOURCE:**

\$1,090,204.00 - No City Funds Will Be Transacted

##### **BACKGROUND/EXPLANATION:**

The Donor wishes to make a donation of improvements to the Department to include the reconstruction of City-owned McKeldin Plaza. The Department approves the contractors, Bensky Construction Co, LLC and Kusser Graniteworks USA, Inc. (dba Kusser Fountainworks) hired by the Donor to perform the work.

The Donor will pay the Contractors directly for the full amount of the project cost whether it be more or less than the estimated cost indicated. The Department acknowledges and gratefully accepts this donation and has not participated in funding the project nor in selecting the contractors. The Donor agrees that upon completion of the work, the improvements become the sole property of the City.

##### **APPROVED FOR FUNDS BY FINANCE**

##### **AUDITS REVIEWED AND HAD NO OBJECTION.**

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

PERSONNEL MATTERS

\* \* \* \* \*

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

30 - 53

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department as to form and legal sufficiency.



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

City Council

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>MICHEAL L. SWIFT</b>	\$90.00	<b>\$ 6,750.00</b>

Account: 1001-000000-1000-104800-601009

Mr. Swift will continue to work as a Contract Services Specialist II. He will be responsible for attending City Council meetings and providing technical support to the President of the City Council, providing advice on parliamentary procedures, reviewing and commenting on questions or parliamentary procedures, educating the President and City Council on parliamentary procedures and providing analysis of the City Council Rules and Robert's Rules of Order Newly Revised. The period of the agreement is effective upon Board approval for one year.

Department of Audits

2. <b>BENJAMIN F. MONDELL</b>	\$40.80	<b>\$32,640.00</b>
-------------------------------	---------	--------------------

Account: 1001-000000-1310-157800-601009

Mr. Mondell, retiree, will continue to work as a Contract Services Specialist I. He will be responsible for assisting in reviewing and evaluating items submitted by agencies for Board of Estimates' approval. The period of the agreement is effective upon Board approval or August 30, 2019, whichever one comes later. This is the same hourly rate as in the previous contract period.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Employees' and Elected Officials' Retirement Systems

3. Reclassify the following vacant position:

Position No.: 12058

From: Retirement Benefits Analyst I  
Job Code: 33631  
Grade: 089 (\$45,660.00 - \$55,436.00)

To: Retirement Benefits Analyst II  
Job Code: 33632  
Grade: 904 (\$47,858.00 - \$76,573.00)

Cost: \$2,242.00 - 6000-604020-1520-168600-601001

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

Environmental Control Board (ECB)

	<u>Hourly Rate</u>	<u>Amount</u>
4. <b>DURRESHAHWAR SMITH</b>	\$21.00	<b>\$40,950.00</b>

Account: 1001-000000-1170-138600-601009

Ms. Smith will continue to work as a Contract Services Specialist II. She will be responsible for communicating with agencies to accommodate officers, sorting hearing requests, postponements and rescheduled hearings by agency and hearing type. She will also update respondent contract information in 3270 legacy database system, enter citations to be rescheduled for hearings, answer scheduling inquiries from respondents, agencies and other ECB staff, send daily email updates to agencies, prepare and organize dockets to be entered by clerks and coordinate reschedules and postponements. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

ECB - cont'd

5. Reclassify the following filled position:

Position No.: 12654

From: Office Supervisor  
Job Code: 33215  
Grade: 084 (\$37,741.00 - \$45,044.00)

To: Operations Officer I  
Job Code: 31109  
Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$27,371.00 - 1001-000000-1170-138600-601001

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

Amendment No. 1 to Agreements

6. **LAYLA SAID**

7. **DEBYN W. PURDIE**

8. **ERICKA M. MCCLAMMY**

Account: 1001-000000-1170-138600-601009

On December 12, 2018, the Board approved the original agreement for Ms. Said and Ms. Purdie to serve as a Contract Services Specialist II. On April 24, 2019, the Board approved the original agreement for Ms. McClammy to serve as a Contract Services Specialist II. The original agreement for each of these individuals had an hourly rate of \$90.00 not to exceed \$76,950.00. Their duties include but are not limited to conducting hearings to make preliminary determinations as to whether citations issued by City Enforcement Officers comply with the Code, the ECB rules, and relevant court decisions. The hearings will be conducted under

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### PERSONNEL

ECB - cont'd

oath, requiring testimony and presentation of evidence by City Enforcement Officers and other witnesses. The Hearing Officers will enter their findings into the ECB data during course of the hearing or immediately thereafter.

On July 31, 2019, the Environmental Control Board requested an amendment to the original agreement extending the authority to water billing disputes under the "Regulations on Customer Service and Support for Water, Wastewater and/Storm Water Billing" adopted by the Department of Public Works. All other terms and conditions remain unchanged and in full force and effect.

#### Department of Finance

##### 9. Create the following position:

Classification: Sr. Program Assessment Analyst  
Job Code: 10183  
Grade: 927 (\$64,505.00 - \$103,208.00)  
Position No.: To be determined by BBMR

Cost: There is no cost associated with this action.

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

##### 10. Reclassify the following vacant position:

Position No.: 12477

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Department of Finance - cont'd

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

Cost: There is no cost associated with this action.

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

Baltimore City Fire Department

11. Reclassify the following six filled positions:

Position Nos.: 12654, 112675, 12672, 49817, 32948 and 12641

From: Fire Captain Suppression  
Job Code: 41213  
Grade: 341 (\$71,258.00 - \$87,892.00)

To: Fire Captain ALS Suppression  
Job Code: 41279  
Grade: 378 (\$73,102.00 - \$89,783.00)

Cost: There is no cost associated with this action.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Department of General Services

12. Classify the following vacant position:

FROM:

Classification: New Position  
Job Code: 90000  
Grade: 900 (\$1.00 - \$204,000.00)  
Position No.: 52894

TO:

Classification: Agency IT Specialist II  
Job Code: 33148  
Grade: 927 (\$64,505.00 - \$103,208.00)  
Position No.: 52894

Cost: \$94,178.00 - 1001-000000-1981-718100-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
13. <b>BRIAN MORGAN</b>	\$20.40	<b>\$38,760.00</b>

Account: 1001-000000-7340-721700-601009

Mr. Morgan will continue to work as a Contract Services Specialist II. His duties will include but are not limited to preparing financial statements including budget account creations, editing entries, editing timesheets, journal entries and fund balances, reviewing bookkeeping and accounting procedures and recommending modifications, researching journal entries received from City agencies to be tracked, sorted and filed. He will also create, manage and maintain an Excel database to perform lookups of budget account numbers, assist with any issues that arise from incorrect

# AGENDA

BOARD OF ESTIMATES

08/28/2019

## PERSONNEL

### Department of General Services - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<p>budget account numbers, liaise with contractors and vendors to ensure invoices match the rate of pay, work with internal DGS staff to ensure vendors are paid correctly and on time and process requests from Project Managers and the Contract Maintenance Section which feed through the Internal Revenue Service fund. The period of the agreement is effective upon Board approval for one year. This is a 2% increase in the hourly rate from the previous contract period.</p>		
14. <b>DAVID MARTIN</b>	\$34.33	<b>\$65,227.00</b>

Account: 2030-000000-1890-189300-601009

Mr. Martin will continue to work as a Contract Specialist II. He will be responsible for database applications/analytical tools including MathLab, SQL, SAS, R, and Python. He will be responsible for developing metrics and evaluating financial and operational performance within the Fleet Management Division in support of the Gainsharing initiative, extracting and summarizing financial, operational and other relevant data, utilizing a hypothesis-driven problem-solving approach to design, construct, and rapidly test/iterate exploratory analyses that will reveal insight and opportunities for the Office of Fiscal and Strategic Management, creating advanced analytical models that will lead to actionable insights that allow the Office of Fiscal and Strategic Management to make more informed business decisions, uncovering and evaluating historical data trends and applying them to future projections and collaborating with IT partners to deploy efficient, automated solutions that address business and operational needs. The period of the agreement is effective upon Board approval for one year. This is a 2% increase in the hourly rate from the previous contract period.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Department of General Services - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
15. <b>OLAJIDE ARODOYE</b>	\$32.21	<b>\$61,199.00</b>

Account: 1001-000000-1981-718100-601009

Mr. Arodoye will continue to work as a Contract Specialist II. He will be responsible for maintaining database by entering data for asset inventory and facilities data, providing telephone and in-person and online support to end users, communicating with systems user to understand what changes/upgrades are needed to current software and recommend changes based on user needs, meet with information system groups to determine user requirements through either customizations or out-of-the-box systems. He will customize software packages for users, maintain software and hardware information via Archibus System Asset Management tracking, perform intake and labels all IT-related assets as they enter the inventory. Maintain detailed records of all IT-related assets, install hardware/software for Department staff on prescribed schedule based on wear-and-tear and install anti-viruses on user computers and remove viruses from user computers. The period of the agreement is effective upon Board approval for one year. This is a 2% increase in the hourly rate from the previous contract period.

Health Department

16. Reclassify the following filled position:

Position No. 14575

From: Public Health Investigator  
Job Code: 42571  
Grade: 430 (\$34,993.00 - \$38,892.00)



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Health Department - cont'd

To: Community Health Educator II  
Job Code: 61252  
Grade: 085 (\$38,926.00 - \$46,904.00)

Cost: \$4,962.65 - 5000-508220-3031-579200-601001

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

17. Reclassify the following filled position:

Position No. 14579

From: Public Health Investigator  
Job Code: 42571  
Grade: 430 (\$34,993.00 - \$38,892.00)

To: Community Health Educator II  
Job Code: 61252  
Grade: 085 (\$38,926.00 - \$46,904.00)

Cost: \$4,962.65 - 5000-508220-3031-579200-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
18. <b>JAMIKA L. YOCHIM</b>	\$48.00	<b>\$73,920.00</b>

Account: 6000-624020-3030-271900-601009

Ms. Yochim will continue to work as a Contract Services Specialist II. She will be responsible for providing services within the two dental clinics Eastern and Druid and at

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
designated outreach facilities and events. She will provide diagnostic, preventive, and periodontal care to clinic patients, provide oral health education to clinic patients, outreach patients, participant family members and facilities staff. Serve as a patient referral source for clinic services, monitor outreach activities and off-site activities, and outcomes. The period of the agreement is effective upon Board approval or September 1, 2019 through June 30, 2020, whichever comes later. This is a 7% increase in the hourly rate from the previous contract period.		
19. <b>WINFRED MURPHY</b>	\$23.00	<b>\$27,600.00</b>
Account: 6000-629320-3050-280100-601009		
20. <b>LEONARD C. BAZE</b>	\$23.00	<b>\$27,600.00</b>
Account: 5000-570320-3041-605800-601009		

Messrs. Murphy and Baze, retirees, will each continue to work as a Contract Services Specialist I. They will be responsible for enforcing tobacco control laws for Baltimore City regarding tobacco retailers and product placement, illegal sale to youth under age 18, and illegal sale of individual cigarettes, issuing citations to violators of tobacco control laws, working with student transport vendor and Baltimore City Public School System students to conduct compliance checks for under-age purchase of tobacco products. In addition, Messrs. Murphy and Baze will conduct routine field investigations at retail sites, regarding tobacco control code violations, maintain computer data files and prepare reports on complaints, investigations and outcomes, conduct face-to-face group education for residents, restaurant owners, police officers, youth and others regarding the City's tobacco control laws and citations for violations. They will

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Health Department - cont'd

Hourly Rate

Amount

maintain records and evidence files on retail inspections and citations issued in a secure locked file and testify in adjudicative Environmental Control Board hearings. The period of the agreement is effective upon Board approval through June 30, 2020.

**THE BALTIMORE CITY HEALTH DEPARTMENT IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED AS OUTLINED IN THE CITY ADMINISTRATIVE MANUAL AM 212-1, PART I.**

21. Create the following 50 positions:

Classification: Community Health Nurse II (10 months)

Job Code: 62222

Grade: 507 (\$52,895.00 - \$60,745.00)

Position Nos.: To be determined by BBMR

Cost: \$3,348,621.55 - 6000-624920-3100-295900-601001

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

Department of Housing and Community Development

22. Reclassify the following filled position:

Position No.: 14884

From: Office Support Specialist III

Job Code: 33213

Grade: 078 (\$31,488.00 - \$36,312.00)

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Department of Housing and Community Development - cont'd

To: Administrative Coordinator  
Job Code: 31100  
Grade: 087 (\$42,131.00 - \$50,027.00)

Cost: \$7,478.00 - 1001-000000-1773-179400-601001

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

23. Create the following position:

Classification: Operations Officer II  
Job Code: 31110  
Grade: 927 (\$64,505.00 - \$103,208.00)  
Position No.: To be determined

Cost: \$119,262.79 - 1001-000000-2602-412700-601001

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

Department of Social Services

24. Adjust the supplemental rate for the following:

	<u>From:</u>	<u>To:</u>
Director of Social Services:	\$30,000.00	\$50,000.00
Chief of Staff		\$30,000.00
Deputy Director Child Welfare - In Home		\$10,000.00
Deputy Director, Local General Administration		\$10,000.00
Assistant Director, Child Welfare		\$10,000.00

The City has agreed to provide up to \$120,000.00 to supplement the salaries of key staff at the Baltimore City Department of

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Department of Social Services

Social Services. This will allow the agency to attract the best talent to lead the efforts of the BCDSS. The remaining \$10,000.00 may be used at a later date to supplement the salary of the BCDSS leadership team.

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

Law Department

	<u>Hourly Rate</u>	<u>Amount</u>
25. <b>JOHN P. MACHEN</b>	\$78.75	<b>\$136,158.75</b>

Account: 1001-000000-8620-175200-601009

Mr. Machen will work as a Contract Services Specialist II. His duties may include, but are not limited to assisting in drafting and reviewing documents for the Baltimore Development Corporation and other City departments and agencies. The period of the agreement is September 28, 2019 through September 27, 2020.

Mayor's Office of Innovation and Performance

26. Create the following two positions:

Classification: Data Fellow  
Job Code: 00141  
Grade: DFI - (\$60,000.00 - \$65,000.00)  
Position Nos.: To be determined

There are no costs associated with this action.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Mayor's Office of Children and Family Success

27. Reclassify the following vacant position:

Position No.: 32901

From: Secretary III  
Job Code: 00711  
Grade: 084 (\$37,741.00 - \$45,044.00)

To: Administrative Coordinator  
Job Code: 31100  
Grade: 087 (\$42,131.00 - \$50,927.00)

Cost: \$9,198.00 - 1001-000000-3574-327200-601001

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

Office of the Inspector General

28. a. Reclassify the following vacant position:

Position No.: 42170

From: Legislative Fiscal Analyst  
Job Code: 00087  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Lead OIG Agent  
Job Code: 10211  
Grade: 929 (\$68,562.00 - \$109,554.00)

b. Reclassify the following vacant position:

Position No.: 49445

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Office of the Inspector General - cont'd

To: Lead OIG Agent  
Job Code: 10211  
Grade: 929 (\$68,562.00 \$109,554.00)

Cost: \$95,000.00 - 1001-000000-2255-772500-603001

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

Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
29. <b>LINDA E. BALLINGER</b>	\$20.19	<b>\$42,000.00</b>

Account: 1001-000000-2042-198100-601009

Ms. Ballinger, retiree, will work as a Contract Services Specialist I. Her duties include handling intake of complaints regarding police misconduct matters, handling requests from Legal Affairs, the State's Attorney's Office and the U.S. Attorney's Office, the Civilian Review Board and other agencies for copies of case books, documents and reports. She will prepare multiple copies of sustained case books including reproduction of case related CDs and DVDs for the Office of Administrative Hearings (OAH); complete, maintain and track receipts and database entry for cases requested by Department members and both the State's and U.S. Attorney's Offices. Ms. Ballinger will also proof-read case books and summaries to ensure accurate, and professional documents, input all sustained cases into the Assistant State's Attorney database, index, scan and file completed case booklets, link case books and summaries of each case onto the database and conduct research and handle special projects. The period of the agreement is October 23, 2019 through October 22, 2020.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
30. <b>PATRICIA N. COCHRANE*</b>	\$20.19	<b>\$42,000.00</b>
31. <b>SHEREE D. PETERSON**</b>	\$20.19	<b>\$42,000.00</b>

Account: 1001-000000-2042-198100-601009

Ms. Cochran and Ms. Peterson, retirees, will each work as a Contract Services Specialist I. Their duties include reviewing original entries for missing persons in the (NCIC) National Crime Information Center entries, police reports and supporting documentation. They will contact the victims, complainants, court, individuals and other sources for follow-up information, access local, state and federal databases for additional information, update records on local databases and NCIC to reflect changes, and preparing police supplemental reports.

\*The period of the agreement is November 21, 2019 through November 20, 2020 for Ms. Cochran.

\*\*The period of the agreement is November 23, 2019 through November 22, 2020 for Ms. Peterson.

32. <b>JAMES L. PRICE</b>	\$20.19	<b>\$42,000.00</b>
---------------------------	---------	--------------------

Account: 1001-000000-2042-198100-601009

Mr. Price, retiree, will work as a Contract Services Specialist I. His duties include managing the citizen Online Reporting System which is also known as CopLogic, reviewing police reports submitted online by the public to ensure they are consistent with uniform crime reporting and departmental standards, communicating with the submitting citizens to confirm report details. He will also update commanding officers on statistical data, database problems and/or citizen troubles with the system, process arrest supplements and court dispositions, coordinate with Evidence Control Unit regarding disposal of evidence upon conclusion of criminal cases, and assist with various data entry tasks. The period of the agreement is November 21, 2019 through November 20, 2020.



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
33. <b>DUANE A. JEFFERSON</b>	\$20.19	<b>\$42,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Jefferson, retiree, will work as a Contract Services Specialist I. His duties include explaining requirements to registrants of the Sex Offender Registry Unit, obtaining statements signed by the registrants acknowledging receipt of requirements, photographing the registrants at a minimum of every six months. He will obtain and enter a DNA sample at the initial registration of the registrant into the Maryland State Police Crime Laboratory and submit a copy of all correspondence to the Department of Public Safety and Correctional Services within three days of registration. The period of the agreement is November 23, 2019 through November 22, 2020.

34. <b>DAVID W. NEVERDON*</b>	\$20.19	<b>\$42,000.00</b>
-------------------------------	---------	--------------------

Account: 1001-000000-2042-198100-601009

35. <b>ERIC H. OSWALD**</b>	\$20.19	<b>\$42,000.00</b>
-----------------------------	---------	--------------------

Account: 1001-000000-2024-796500-603026

Mr. Neverdon and Mr. Oswald, retirees, will work as a Contract Services Specialist I. Their duties include receiving property/evidence submissions from police officers and laboratory personnel, ensuring accuracy and completeness of all associated paperwork, ensuring information is entered into the evidence tracking system. They will release property for examination or as evidence for court, update computer with appropriate changes of location of the property for chain custody and documentation of location, and release property to the public and document this information in the computer.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Police Department - cont'd

\*The period of the agreement is November 26, 2019 through November 25, 2020 for Mr. Neverdon.

\*\*The period of the agreement is December 12, 2019 through December 11, 2020 for Mr. Oswald.

	<u>Hourly Rate</u>	<u>Amount</u>
36. <b>ESSEX R. WEAVER</b>	\$20.19	<b>\$ 42,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Weaver, retiree, will continue to work as a Contract Services Specialist I. He will be responsible for handling all of the non-Controlled Dangerous Substances, money, and gun property. In addition, Mr. Weaver will inventory new property, store and document the location of the property, purge old property, and fill in at the receiving counter, when needed. The period of the agreement is November 23, 2019 through November 22, 2020.

37. <b>KAREEN A. HILL*</b>	\$20.19	<b>\$ 42,000.00</b>
----------------------------	---------	---------------------

38. <b>KENNETH R. JONES**</b>	\$20.19	<b>\$ 42,000.00</b>
-------------------------------	---------	---------------------

Account: 1001-000000-2024-796500-603026

Ms. Hill and Mr. Jones, retirees, will each work as a Contract Services Specialist I. They will be responsible for the entry and accurate retention of all property retained by the Police Department and several surrounding agencies. Ms. Hill and Mr. Jones will receive property/evidence submissions from police officers and lab personnel, ensure the accuracy and completeness of paperwork, and enter the same into evidence tracking system. In addition, they will release property to personnel for further examination/evidence for court, and update the tracking system with appropriate changes of location of the property for chain of

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

### PERSONNEL

#### Police Department - cont'd

custody and documentation of location. Ms. Hill and Mr. Jones will also release property to the public and document the same in the tracking system, and lift and handle evidence submitted to the Evidence Control Unit. This is the same hourly rate as in the previous contract period for Mr. Jones.

\*The period of the agreement is September 1, 2019 through August 31, 2020 for Ms. Hill.

\*\*The period of the agreement is December 23, 2019 through December 22, 2020 for Mr. Jones.

On January 3, 1996, the Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Department to hire retired police officers on a contractual basis.

#### 39. Adjust the salary grade for the following classifications:

- a.       From: Police Captain  
          Job Code: 10277  
          Grade: 83P (\$124,396.00 FLAT)  
  
          To: Grade 83P (\$129,372.00 FLAT)
- b.       From: Police Colonel  
          Job Code: 10280  
          Grade: 86P (\$146,694.00 FLAT)  
  
          To: Grade 86P (\$152,561.00 FLAT)
- c.       From: Police Lieutenant Colonel  
          Job Code: 10279  
          Grade: 85P (\$138,479.00 FLAT)  
  
          To: Grade 85P (\$144,018.00 FLAT)

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Police Department - cont'd

d. From: Police Major  
Job Code: 10278  
Grade: 84P (\$131,438.00 FLAT)

To: Grade 84P (\$136,695.00 FLAT)

Costs: \$216,860.00 - 1001-000000-2042-198101-601062

On March 18, 2015, the Board of Estimates approved an established fixed salary relationship between the Police Lieutenant classification and the Baltimore Police Department's senior sworn command ranks. Under this fixed relationship, each of the following classifications will be paid a fixed percentage above the maximum seniority salary of the Police Lieutenant: Police Captain, 6%; Police Major, 12%; Police Lieutenant Colonel, 18%; and Police Colonel, 25%.

The Fraternal Order of Police approved the contract, providing its members a 3% COLA effective July 1, 2019. Therefore, the salaries for the sworn referenced command staff require adjustments to maintain the fixed salary relationship.

On April 24, 2019, the Board of Estimates approved the Deputy Police Commissioner classification to change from a flat fixed rate to a salary range. Therefore, the Deputy Police Commissioner classification has been removed from the Fixed Salary Relationship.

<b>40. DENNIS M. KNIGHT</b>	<b>\$20.19</b>	<b>\$42,000.00</b>
-----------------------------	----------------	--------------------

Account: 1001-000000-2042-198100-601009

Mr. Knight will work as a Contract Services Specialist II. His duties may include, but are not limited to conducting interviews, coordinating and conducting background investigations, explaining policies and procedures to applicants, screening applicants, researching, reviewing and

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

Police Department - cont'd

Hourly Rate

Amount

analyzing prior personnel and employment history information of candidates. He will coordinate and/or conduct fingerprinting and polygraph testing, coordinate medical exams, obtain credit reports, serve as a departmental liaison to provide regular updates to candidates, advise applicants of the outcome of background processes. Mr. Knight will maintain applicant database, conduct driving record checks, and compile background investigation reports to determine applicant suitability. The period of the agreement is effective upon Board approval for one year.

State's Attorney Office (SAO)

41. Create the following two positions:

- a. Classification: Law Clerk (SAO)  
Job Code: 01975  
Grade: 085 (\$38,926.00 - \$46,904.00)  
Position No.: To be determined by BBMR
- b. Classification: Assistant State's Attorney  
Job Code: 01962  
Grade: 929 (\$68,562.00 - \$109,554.00)  
Position No.: To be determined by BBMR

Cost: \$148,000.00 - 1001-1150-000000-806100-601001

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

**AGENDA****BOARD OF ESTIMATES****08/28/2019****PERSONNEL**SAO - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
42. <b>RaTONYA DAVIS</b>	\$20.06	<b>\$ 38,248.00</b>

Account: 1001-000000-1150-118000-601009

Ms. Davis will work as a Contract Services Specialist II. She will receive incoming phone calls and assist visitors doing business with the State's Attorney's Office and receive and verify Motions and other legal documents for routing to the appropriate Assistant State's Attorney. The period of the agreement is August 29, 2019 through August 28, 2020.

43. <b>LAKEESHA THOMAS</b>	\$27.20	<b>\$ 51,861.00</b>
----------------------------	---------	---------------------

Account: 1001-000000-1150-118000-601009

Ms. Thomas, retiree, will work as a Contract Services Specialist I. She will investigate felony, homicide, and violent crime cases, locate and interview witnesses, and act as a liaison with law enforcement agencies. The period of the agreement is August 29, 2019 through August 28, 2020.

44. <b>MICHAEL TOWNSEND</b>	\$28.29	<b>\$ 53,949.00</b>
-----------------------------	---------	---------------------

45. <b>YOLANDA ROBINSON</b>	\$28.29	<b>\$ 53,949.00</b>
-----------------------------	---------	---------------------

Account: 1001-000000-1150-118000-601009

Mr. Townsend and Ms. Robinson, retirees, will each continue to work as a Contract Services Specialist I. They will assist the State's Attorney's Office in expediting cases through Central Booking and assist the Assistant State's Attorney in the movement

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

SAO - cont'd

Hourly Rate

Amount

of cases and the inputting of charges. In addition, Mr. Townsend and Ms. Robinson will finalize charging documents, find open warrants, and communicate with Public Safety staff and members of the Baltimore City Police Department. This is the same hourly rate as in the previous contract period. The period of the agreement is September 10, 2019 through September 9, 2020.

46. **ROBERT BITTINGER** \$33.85 **\$ 64,540.00**

Account: 1001-000000-1150-118000-601009

Mr. Bittinger, retiree, will continue to work as a Contract Services Specialist I. He will act as a liaison with the Police Department Chemistry Laboratory, order the analysis of drugs, obtain lab reports, and ascertain the correct names and/or dates of birth of juveniles being prosecuted in Juvenile Court. In addition Mr. Bittinger will locate witnesses and interview victims and witnesses. This is the same hourly rate as in the previous contract period. The period of the agreement is September 10, 2019 through September 9, 2020.

On March 3, 1999, the Board of Estimates approved a waiver of the AM 212-1 to allow the hiring of retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PERSONNEL**

SAO - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
47. <b>LAURZETTE WILLIAMS</b>	\$21.93	<b>\$ 26,316.00</b>

Account: 1001-000000-1150-118000-601009

Ms. Williams, retiree, will continue to work as a Contract Services Specialist I. She will assist the State's Attorney's Office with case preparation and data entry into judicial databases and prepare case folders and legal documents such as petitions, indictments, discoveries, subpoenas and writs. This is the same hourly rate as in the previous contract period and is in compliance with AM 212-1, Part I. The period of the agreement is August 29, 2019 through August 28, 2020.



## AGENDA

BOARD OF ESTIMATES

08/28/2019

Baltimore Development Corporation - Capital Projects  
Grant Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Capital Projects Grant Agreement (the Agreement) between the State of Maryland (the State), the Board of Directors of Bromo Tower Arts and Entertainment, Inc. (Bromo), and the Mayor and City Council (the City - Beneficiary). The period of the agreement is in effect as long as any State general obligation bonds issued, sold, and delivered to provide funds for this Grant remain outstanding or such longer period as the parties may agree.

### **AMOUNT OF MONEY AND SOURCE:**

\$350,000.00 - Grant funding from the State to Bromo.

### **BACKGROUND/EXPLANATION:**

The Agreement is for the acquisition, planning, construction, repair, renovation, reconstruction, site improvement, and capital equipping of the Pratt Street and Howard Street Plaza.

On July 18, 2018, the Board approved a Donation Agreement between the City and Charm City LLC. The agreement gave the Donor permission to make certain improvements to the existing plaza located on the northeast corner of S. Howard Street and Pratt Street.

The improvements aligned the plaza's streetscaping and landscaping with the vision set forth under the Pratt Street Plan. While the majority of the funds were privately sourced, the Bromo, a non-profit organization, offered to sponsor a State Bond Bill to provide additional funds, which was approved. Before the funds can be released, the State is requesting approval of a Capital Projects

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Baltimore Development Corporation - cont'd

Grant Agreement, signed by the Bromo as the grantee and the City as beneficiary, as the plaza is City-owned.

**MBE/WBE PARTICIPATION:**

N/A

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Baltimore Development Corporation - Series 2019B Development Agreement

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Series 2019B Development Agreement with Harbor Point Open Space Corp., Harbor Point Development Holdings, LLC, and Beatty Development Group, LLC.

This Board is further requested to authorize the Mayor, or the Mayor's designee, to execute any and all other documents, amendments, supplements, or changes necessary to effectuate this transaction including, without limitation, deeds and estoppel or other similar certificates, provided such documents do not materially alter the relationship of the parties or the principal elements of the project, SUBJECT to approval form and legal sufficiency by the Department of Law,

##### **AMOUNT OF MONEY AND SOURCE:**

\$7,800,000.00 - Not to exceed

City will issue Tax Increment Finance Bonds

##### **BACKGROUND/EXPLANATION:**

On July 13, 2016, the Board approved the Series 2016A Development Agreement relating to the issuance of Tax Increment Financing Bonds in an amount not to exceed \$39,000,000.00.

The City intends to refund the Series 2016A Bonds, a process that is currently underway subject to the approval of the Board of Finance. The refunded bonds will be known as Series 2019A. The Series 2019B Development Agreement facilitates the issuance of the Series 2019A bonds and additional bonds, subordinate to Series 2019A bonds, the proceeds of which would be used to finance the construction of public infrastructure and open space at Harbor Point. This additional subordinate debt, when issued with the senior Series 2019A bonds, will allow for the completion of public infrastructure necessary to support planned private development at Harbor Point, at a lower cost of borrowing than a separate bond

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Baltimore Development Corporation - cont'd

issuance. Approval of the Series 2019B Development Agreement will allow the City to act quickly to take advantage of the current favorable capital markets.

Pursuant to City Council Ordinances Nos. 13-0232, 13-0233, and 13-0234 approved by the City Council on September 9, 2013 and signed by the Mayor of Baltimore City on September 13, 2013, and on the approval of and upon the terms established by the Board of Finance, the City of Baltimore approved the issuance of one or more series of Tax Increment Finance Bonds in an amount not to exceed \$125,000,000.00 and an interest rate not to exceed 7%, in order to finance public infrastructure and open space associated with the Harbor Point Project.

#### **MBE/WBE PARTICIPATION:**

The Developer signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of Baltimore City and executed a MOU with the City of Baltimore, approved by the Board of Estimates on August 14, 2013.

(The Series 2019B Development Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

BOARD OF ESTIMATES

08/28/2019

### Baltimore Development Corporation - Expenditure of Funds

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve an Expenditure of Funds to authorize the evaluation and permitting services on the Ridgely's Cove site.

#### **AMOUNT OF MONEY AND SOURCE:**

\$174,000.00 - 9910-907104-9601-900000-703001

#### **BACKGROUND/EXPLANATION:**

The BDC in partnership with the Department of Recreation and Parks has commissioned initial studies of the portion of Ridgely's Cove behind the Horseshoe Casino (Block 0844A, Lots 6-9). The parcels are open green space and contain a portion of the Gwynns Falls Trail. In order to facilitate the Topgolf development at the 301 Stockholm Street and 1411 Warner Street parcels, Ridgely's Cove has been identified as an off-site location to meet Critical Area mitigation requirements.

These studies will design remediation and mitigation strategies on the Ridgely's Cove site and are a critical path item for the Topgolf development, which is anticipated to bring over 200 full-time equivalent jobs to Baltimore City.

#### **APPROVED FOR FUNDS BY FINANCE**

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Planning - First Amendment to  
Memorandum of Understanding

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Memorandum of Understanding (First Amendment to MOU) with the Natural Resources Defense Council, Inc. (NRDC). The First Amendment to MOU will extend the period of the MOU through December 31, 2020.

#### **AMOUNT OF MONEY AND SOURCE:**

N/A

#### **BACKGROUND/EXPLANATION:**

On December 12, 2018, the Board approved the original MOU in the amount of \$258,000.00 and it will expire on October 31, 2019.

The First Amendment to MOU is for a no-cost time extension to allow the use of funds from the Rockefeller Foundation to work on food waste and recovery and to complete the NRDC approved work-plan.

The Food Matters Project is a partnership between the NRDC and the City to integrate strategies to advance food waste prevention, surplus food rescue, and recycling of food scraps. The NRDC provides the City with financial resources to devote staff time to the issue of food waste, considerable technical assistance from a team of experts, and other resources to accomplish agreed upon goals. Funding is provided by the Rockefeller Foundation and administered through the NRDC. The First Amendment to MOU will extend the period of the MOU through December 31, 2020.

#### **MBE/WBE PARTICIPATION:**

There are no MBE/WBE goals as the funding is for the hiring of staff and a small amount for educational materials.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Planning - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE NO COST TIME EXTENSION.**

(The First Amendment to Memorandum of Understanding with the Natural Resources Defense Council has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Recreation and Parks - First Amendment to  
Omnibus Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Omnibus Agreement (Amendment) with Baltimore Gas and Electric (BGE). The Amendment is effective upon Board approval.

#### **AMOUNT OF MONEY AND SOURCE:**

\$625,000.00 - 6000-680718-5051-385300-406001

#### **BACKGROUND/EXPLANATION:**

The City and BGE entered into an Omnibus Agreement with an effective date of September 27, 2017 in the amount of \$2,537,590.00.

The Omnibus Agreement related to the construction of a replacement section of the Granite Pipeline and the abandonment of a section to be retired through the Park, in order to enable BGE to continue the safe and reliable delivery of natural gas to approximately 90,000 customers throughout the region, including those in Baltimore City and Baltimore County.

This Amendment will include an additional payment from BGE in the amount of \$625,000.00, making the total payment \$3,162,590.00.

#### **APPROVED FOR FUNDS BY FINANCE**

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

(The First Amendment to Omnibus Agreement with Baltimore Gas and Electric has been approved by the Law Department as to form and legal sufficiency.)



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**PROPOSAL AND SPECIFICATIONS**

1. Department of General Services - GS 18815, City Hall Exterior Wall Repairs, Phase 1, 2, & Alternate Phases  
**BIDS TO BE RECV'D: 10/23/2019**  
**BIDS TO BE OPENED: 10/23/2019**

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is January 1, 2019 through December 31, 2019, unless otherwise indicated.

1. **CAREFIRST BLUE CROSS BLUE SHIELD** **\$ 750,000.00**  
**(CAREFIRST)**

Account: 6000-626320-3080-513200-406001

Under the terms of the Letter of Agreement, the funds will be used to support the B'more for Healthy Babies (BHB) initiative. The goal of the BHB Initiative is to reduce infants' deaths due to preterm births, low-birth weight, and unsafe sleep conditions, which disproportionately affect African American women. The period of the agreement is July 1, 2019 through June 30, 2020.

The Letter of Agreement is presented at this time because it was received on July 18, 2019, and delayed because of the administrative review process.

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

2. **THE JOHNS HOPKINS UNIVERSITY SCHOOL** **\$ 347,417.00**  
**OF MEDICINE (JHU)**

Account: 4000-427719-3023-599609-603051

The JHU will provide the services of a CAREWare Administrator to implement and maintain the centralized CAREWare system for the Ryan White Part A program.

The JHU will also provide the services of a Senior Program Coordinator for the Baltimore Eligible Metropolitan Area Planning Council and two Administrative Coordinators. The Senior Program Coordinator will oversee the day-to-day Planning Council activities. The Administrative Coordinators

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Health Department - cont'd

will provide technical and clerical support for Planning Council members. The period of the agreement is March 1, 2019 through February 29, 2020.

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

**MWBOO GRANTED A WAIVER ON JULY 24, 2019.**

3. **THE JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE** **\$ 201,748.00**

Account: 4000-499019-3023-513200-603051

Under this agreement, the Johns Hopkins University will provide routine HIV testing, counseling, linkage to care, and referrals for partner services and prevention services, including Pre-exposure Prophylaxis (PrEP).

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

**MWBOO GRANTED A WAIVER ON AUGUST 14, 2019.**

4. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 90,000.00**

Account: 4000-499019-3023-513200-603051

The University of Maryland, Baltimore Special Teens at Risk - Together Reaching Access Care and Knowledge (STAR TRACK) Adolescent HIV program provides a comprehensive youth-centered HIV/STI testing and outreach services to vulnerable youth living within the Baltimore City area. HIV Prevention services include, counseling, linkage to care for newly diagnosed and people living with HIV, and referrals for Partner Services.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON JULY 22, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Health Department - cont'd

**5. UNIVERSITY OF MARYLAND, BALTIMORE \$100,000.00**

Account: 4000-483519-3080-294600-603051

The University of Maryland, Baltimore, Institute for innovation and implementation will oversee the process and outcome and evaluations through the duration of the Resiliency in Communities After Stress and Trauma (ReCAST) grant. The evaluation team will collaborate with the Community Board and Community Coalition around decision making and using the data to drive quality improvement of the initiative. The period of the agreement is October 1, 2018 through September 30, 2019.

The agreement is late because the Notice of Award for this new grant title "Resiliency in Communities After Stress and Trauma (ReCAST) West Baltimore Empowering Communities to Heal from Trauma" was approved by the Board on October 12, 2016. The Department had to review and approve subgrantee budgets.

**MWBOO GRANTED A WAIVER APRIL 4, 2019.**

**6. UNIVERSITY OF MARYLAND, BALTIMORE \$110,500.00**

Account: 4000-499019-3023-513200-603051

The University of Maryland, Baltimore JACQUES Initiative will utilize the funds to provide HIV testing, counseling, linkage to care for newly diagnosed and people living with HIV and referrals for Partner Services, as well as prevention services including pre-exposure prophylaxis. The University of Maryland, Baltimore will also provide testing for all sexually transmitted diseases including but not limited to gonorrhea, chlamydia and syphilis as well as Hepatitis C. The period of the agreement is January 1, 2019 through December 31, 2019.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON JULY 24, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Health Department - Adult Evaluation and Review Services  
(AERS) Program

7. **MICHAEL R. BAUM** **\$ 20,000.00**

Account: 6000-607620-3110-306700-603018

The Consultant will perform on-site evaluations of clients referred for nursing home placements and on-site evaluations of clients in nursing homes. Mr. Baum will also review psychological reports for patients in nursing homes, submit a written psychological report to the Department's Adult Evaluation and Review Services Program and delineate a treatment plan for each client/patient. The period of the agreement is July 1, 2019 through June 30, 2020.

The agreement is late because of administrative delays.

8. **EDWARD L. ANSEL** **\$ 20,000.00**

Account: 6000-607620-3110-306700-603018

The Consultant will perform on-site psychological evaluations of clients referred for nursing home placements and on-site psychological evaluations of clients in nursing homes. Mr. Ansel will also review psychological reports for patients in nursing homes submit a written psychological report to the Department Adult Evaluations and Review Services program, delineating treatment plan for each client/patient. The period of the agreement is July 1, 2019 through June 30, 2020.

The agreement is late because administrative delays.

9. **SOLID ROCK EDUCATORS, LLC** **\$ 70,000.00**

Account: 6000-607620-3110-306700-603018

Under this agreement, Solid Rock Educators, LLC will perform Adult Evaluation and Review (AERS) Program services. Services will include comprehensive evaluations for aged and functionally disabled adults who need long-term care and are not at risk for institutionalization.

## **AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

### Health Department - cont'd

The Consultant will perform on-site face-to-face evaluations of clients in the community, enter all information regarding the InterRAI Home Care Assessment and Plan of Services into Long Term Services and Support Maryland Tracking System for submission to the Department of Health and Mental Hygiene (DHMH), and submit all evaluations and completed DHMH forms to the Department's AERS program staff. The period of the agreement is July 1, 2019 through June 30, 2020.

The agreement is late because the Health Department was waiting on approved budget account number.

**MWBOO GRANTED A WAIVER ON JULY 30, 2019.**

**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

08/28/2019

#### Health Department - Amendment to Agreement and Ratification of Amendments to Agreements

The Board is requested to approve and authorize execution of the Amendment to Agreement and to ratify various agreements:

#### AMENDMENT TO AGREEMENT

1. **JOHNS HOPKINS UNIVERSITY, SCHOOL OF MEDICINE** **\$ 0.00**

On November 5, 2014, the Board approved an Agreement with Johns Hopkins University, School of Medicine for the transfer of operations of the School-Based Health Centers (SBHC) and School Health Suites (SHS) at Kipp Ujima/Kipp Harmony Schools for the period of March 2, 2015 through July 30, 2020 at no cost to the City. The Johns Hopkins University, School of Medicine is relocating the schools to 2000 Edgewood Street.

This amendment will allow the parties to provide SBHC and SHS services at the new location. The amendment will extend the period through July 30, 2021.

However, services will not start until the parties receive approval from the Maryland State Department of Education.

#### RATIFICATIONS

2. **FUSION PARTNERSHIPS, INC.** **\$15,000.00**

Account: 6000-626619-3080-292302-406001

The organization provided media instruction and production services to Youth Advisory Council members focused on reproductive health and related teen wellness issues. The period of the agreement was April 1, 2019 through June 30, 2019.

3. **INDEPENDENT MARYLANDERS ACHIEVING GROWTH THROUGH EMPOWERMENT, INC. (IMAGE)** **\$ 9,217.00**

On December 19, 2018, the Board approved the original agreement in the amount of \$7,000.00. On March 4, 2019, the

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Health Department - cont'd

Maryland Department of Health approved an extension of the grant for the calendar year of 2019. The Department is requesting the Board to ratify an amendment for an increase in the contract amount of \$9,217.00, making the new total amount of \$16,217.00. The period of the amendment to agreement is January 1, 2019 through December 31, 2019 for one year.

Approval of the ratification for the amendment will allow the Department to reimburse the Provider for additional services.

4. **JOHNS HOPKINS UNIVERSITY** **\$21,000.00**

Account: 5000-520119-3080-288900-603051	\$15,000.00
6000-626619-3080-292303-603051	\$ 5,000.00
6000-626619-3080-292301-603051	\$ 1,000.00

On October 17, 2018, the Board approved the original agreement in the amount of \$50,000.00 for the period July 1, 2018, through June 30, 2019.

The Department increased the agreement by \$21,000.00 for additional services. This made the total agreement amount \$71,000.00.

5. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 1,921.00**

Account: 5000-569719-3023-273314-603051

On December 12, 2018, the Board approved the original agreement in the amount of \$94,886.00 for the period July 1, 2018 through June 30, 2019.

This ratification is for additional services that were provided for Medical Nutrition Therapy that includes nutrition assessment and screening dietary/nutritional evaluation, development of a nutrition plan, distribution of food and for nutritional supplements per medical provider's recommendation and nutritional education and/or counseling.



## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Health Department - cont'd

All services pursuant to a medical provider's referral and based on a nutritional plan developed by the registered dietitian or other licensed nutrition professionals. Services were provided in individual and/or group setting; outside of HIV Outpatient/Ambulatory Health Services. This ratification will make the total contract amount \$96,807.00.

6. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$20,999.00**

Account: 5000-520119-3080-288900-603051	\$15,000.00
6000-626619-3080-292303-603051	\$ 5,000.00
6000-626619-3080-292301-603051	\$ 999.00

On December 19, 2018, the Board approved the original Agreement with University of Maryland, Baltimore, for the period of July 1, 2018 through June 30, 2019 for the amount of \$35,600.00.

The Department is increased the agreement by \$20,999.00 for additional services. This made the total agreement amount \$56,599.00.

7. **PROJECT PLASE, INC.** **\$80,000.00**

Account: 5000-569719-3023-273357-603051

On November 14, 2018, the Board approved the original agreement in the amount of \$48,464.00 for the period of July 1, 2018 through June 30, 2019.

The Department is increased the agreement by \$80,000.00 to provide Health Education Risk Education (HERR) services for clients living with HIV about HIV transmission and how to reduce the risk of HIV transmission. HERR services included sharing information about medical and psychosocial support services and counseling clients to improve their health status. This increase made the total agreement amount \$128,464.00.

Health Department - cont'd

**MWBOO GRANTED A WAIVER ON AUGUST 2, 2019.**

The Amendments to Agreements are late because of the administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Health Department - Notification of Grant Award

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notification of Grant Award (NGA) from the Maryland State Department of Education, School-Based Health Center. The period of the NGA is July 1, 2019 through June 30, 2020.

### **AMOUNT OF MONEY AND SOURCE:**

\$505,021.00 - 5000-525720-3100-295900-405001

### **BACKGROUND/EXPLANATION:**

This NGA provides funding for the Department to provide medical, mental health, dental and other services to children and adolescents on-site schools, with parental consent.

The NGA is late because it was received recently.

**APPROVED FOR FUNDS BY FINANCE**

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

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Health Department - Update to Fiscal Year 2019 Unified Funding Document

---

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the Update to Fiscal Year 2019 Unified Funding Document (UFD) from the State Department of Health and Mental Hygiene for the month ending May 31, 2019.

#### **AMOUNT OF MONEY AND SOURCE:**

Grant Description	Type of Action	Base Award	Amount of Action	Total Award
WIC	Reduction	\$2,451,350.00	(\$135,000.00)	\$2,316,350.00

#### **BACKGROUND/EXPLANATION:**

As the fiscal year progresses, supplements, modification and/or reductions will be processed through the granting administrations with revised Unified Funding Awards being issued. The most current Unified Funding Document will be the official award of record.

The Update to Fiscal Year 2019 Unified Funding Document is late due to administrative delays.

#### **APPROVED FOR FUNDS BY FINANCE**

#### **AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Update to Fiscal Year 2019 Unified Funding Document from the State Department of Health and Mental Hygiene[IC1] for the month ending May 31, 2019 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA****BOARD OF ESTIMATES****08/28/2019**Health Department - Update to Fiscal Year 2019 Unified Funding Document

---

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Update to Fiscal Year 2019 Unified Funding Document (UFD) from the State Department of Health and Mental Hygiene for the month ending April 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

Grant Description	Type of Action	Base Award	Amount of Action	Total Award
Personal Responsibility Education Program	Supplemental	\$329,771.00	\$2,000.00	\$331,771.00
Map to Success (M2S)	Reduction	\$928,556.00	(\$8,550.00)	\$920,006.00
Immunization-HEP-IAP-HEP-B	Supplement	\$764,100.00	\$65,320.00	\$829,420.00

**BACKGROUND/EXPLANATION:**

As the fiscal year progresses, supplements, modification and/or reductions will be processed through the granting administrations with revised Unified Funding Awards being issued. The most current Unified Funding Document will be the official award of record.

The Update to Fiscal Year 2019 Unified Funding Document is late due to administrative delays.

**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Update to Fiscal Year 2019 Unified Funding Document from the State Department of Health and Mental Hygiene for the month ending April 30, 2019 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA****BOARD OF ESTIMATES****08/28/2019**Health Department - Update to Fiscal Year 2019 Unified Funding Document

---

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Update to Fiscal Year 2019 Unified Funding Document (UFD) from the State Department of Health and Mental Hygiene for the month ending June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

Grant Description	Type of Action	Base Award	Amount of Action	Total Award
Maryland Opioid Rapid Response	Reduction	\$ 100,691.00	(\$100,691.00)	\$ 0.00
General Transportation Grant	Supplemental	\$7,931,996.00	\$125,551.00	\$8,057,547.00
Needle Exchange	Reduction	\$1,174,475.00	(\$424,475.00)	\$ 750,000.00
Tobacco Use Administration	Reduction	\$ 20,033.00	(\$ 5,236.00)	\$ 14,797.00

**BACKGROUND/EXPLANATION:**

As the fiscal year progresses, supplements, modification and/or reductions will be processed through the granting administrations with revised Unified Funding Awards being issued. The most current Unified Funding Document will be the official award of record.

The Update to Fiscal Year 2019 Unified Funding Document is late due to administrative delays.

**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Update to Fiscal Year 2019 Unified Funding Document from the State Department of Health and Mental Hygiene for the month ending June 30, 2019 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA****BOARD OF ESTIMATES****08/28/2019**Health Department - Update to Fiscal Year 2019 Unified Funding Document

---

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Update to Fiscal Year 2019 Unified Funding Document (UFD) from the State Department of Health and Mental Hygiene for the month ending March 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

Grant Description	Type of Action	Base Award	Amount of Action	Total Award
Supplemental ACC	Reduction	\$1,007,988.00	(\$59,137.00)	\$ 948,851.00
Ryan White B Support Services	Supplement	\$1,613,991.00	\$988,096.00	\$2,602,087.00

**BACKGROUND/EXPLANATION:**

As the fiscal year progresses, supplements, modification and/or reductions will be processed through the granting administrations with revised Unified Funding Awards being issued. The most current Unified Funding Document will be the official award of record.

The Update to Fiscal Year 2019 Unified Funding Document is late due to administrative delays.

**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Update to Fiscal Year 2019 Unified Funding Document from the State Department of Health and Mental Hygiene for the month ending March 31, 2019 has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

BOARD OF ESTIMATES

08/28/2019

Fire Department - Amendment to No-Cost Time Extension

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the Amendment to No-Cost Time Extension for the FFY17 Assistance to Firefighters Grant from Federal Emergency Management Agency (FEMA). The Amendment to the No-Cost Time Extension will extend the period of the grant through February 6, 2020.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

The Board approved the No-Cost Time Extension on October 3, 2018 for the period of September 7, 2018 through September 6, 2019.

The extension will allow for the purchase of personal accountability equipment, training and firefighter personal protection equipment.

**AUDITS NOTED THE NO-COST TIME EXTENSION.**



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Fire Department - Ratification and Amendment of a No-Cost Time Extension

---

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the No-Cost Time Extension for the FFY15 Staffing for Adequate Fire and Emergency Response (SAFER) Grant from Federal Emergency Management Agency (FEMA). The amendment will extend the period through February 4, 2020.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Board approved the No-Cost Time Extension on September 14, 2016 for the period of February 5, 2017 through February 4, 2019.

The Board approved on March 27, 2019 the No-Cost Time Extension through August 4, 2019.

FEMA will be making the remaining funds available from the original amount of \$5,810,800.00 to the Department per the original grant award.

The amendment is late because of administrative delays.

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Transportation - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with the State of Maryland, Department of Natural Resources.

**AMOUNT OF MONEY AND SOURCE:**

This right-of-entry is being granted at no cost to the City.

**BACKGROUND/EXPLANATION:**

The Department will perform reconstruction and improvements to the Phoenix Road Bridge in Baltimore County. When chosen, the City contractor will need access on the existing Torrey C. Brown Trail.

**MBE/WBE PARTICIPATION:**

N/A

(The Right-of-Entry Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

BOARD OF ESTIMATES

08/28/2019

Department of Transportation - Task Assignment

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP under Project 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Project for the City of Baltimore.

### **AMOUNT OF MONEY AND SOURCE:**

\$143,070.00 - 9950-905023-9508-900010-705032  
107,302.01 - 9960-904597-9557-900000-705032  
107,302.01 - 9962-926020-9562-900000-705032  
**\$357,674.02**

### **BACKGROUND/EXPLANATION:**

This task will provide for additional engineering support services that are outside of the current contract. The initial contract provides for post-award services for the Central Avenue Design-Build project.

This task includes, but is not limited to providing utility coordination, reviewing and performing MOT field review, performing technical reviews of submittals instead of secondary reviews, analyzing design alternatives for the change of the waterline and conduit system highway standards.

### **DBE PARTICIPATION:**

The Consultant will comply with Title 49 Code of the Federal Regulations parts 26 (49 CFR 26) and the DBE goal established in the original agreement.

**DBE GOAL: 25%**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
\$140,000.00	9962-941002-9563	9962-926020-9562
Others	Constr. Res. -	Central Ave.
	Conduit	Conduit Br.
	Replacement	
	Program	

This transfer will cover the deficit and partially fund the costs associated with Project BD34087, Project 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Project for the City of Baltimore.

(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

08/28/2019

### Department of Transportation - Task Assignment

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 15 to Johnson, Mirmiran & Thompson under Project No. 1225 On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. The period of the services under Task No. 15 is approximately 12 months.

#### **AMOUNT OF MONEY AND SOURCE:**

\$116,710.40 - 9950-902323-9527-900010-705032  
70,026.24 - 9950-910100-9512-900010-705032  
46,684.16 - 9950-905627-9527-900010-705032  
**\$233,420.80**

#### **BACKGROUND/EXPLANATION:**

Under this task, Johnson, Mirmiran & Thompson will provide an onsite Design Project Manager for the Department of Transportation - TEC Division to assist the Reconstruction/Streetscape Section for various capital improvement projects and related tasks which includes TR11318 - Key Highway at Light Street Intersection Improvement, TR 16302 - North Ave & Pennsylvania Ave. Intersection Improvements and TR11307 - Park Circle Intersection Improvements.

#### **MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the Minority and Business Women's Enterprise goals established in the original agreement.

**MBE:** 27%

**WBE:** 10%

**THIS EAR WAS APPROVED BY MWBOO ON JULY 23, 2019.**

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Department of Transportation - Amendment No. 3 to Agreement

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment No. 3) with WSP USA, Inc. (formerly Parson Brinckerhoff, Inc.) under Project No. 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. Amendment No. 3 will extend the period of the agreement through July 21, 2020 or until the upset limit is reached, whichever occurs first.

##### **AMOUNT OF MONEY AND SOURCE:**

N/A

##### **BACKGROUND/EXPLANATION:**

On July 22, 2015, your Honorable Board approved the original Agreement in the amount of \$1,000,000.00 with WSP USA, Inc. for a period of two years to assist Transportation's Engineering & Construction Division in providing various On-Call Engineering Services for the proposed improvements to the City's system of Streets and Highways.

On August 16, 2017, the Board approved Amendment No.1 to allow for a one-year time extension to complete numerous ongoing services ranging from roadway design, storm water management, expedited review, construction phase review, survey and other support services needed for ongoing tasks.

On June 27, 2018, the City approved Amendment No. 2 to allow for a one-year time extension to continue design services of in-design projects assigned for ongoing tasks.

DOT - cont'd

**MBE/WBE PARTICIPATION:**

The Department now requests a one-year time extension to continue ongoing task and post award services under Amendment No. 3 through July 21, 2020.

The Consultant will continue to comply with Article No. 5, Subtitle 28 of the Baltimore City Code and the 27.00% MBE and 10.00% WBE goals established in the original agreement.

The Consultant has achieved 19.00% of the MBE goals and 9.00% of the WBE goals. However, they have enough capacity to meet the remaining goals.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.**

(The Amendment No. 3 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA****BOARD OF ESTIMATES****08/28/2019**Department of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1501 Light St.	Federal Hill Investments	A-frame Sign 3' x 2'
\$ 52.80 - Flat Charge		
2. 5013 York Road	Rocky Development, LLC	One canopy 112.44 sf.; one channel letter sign 129.79 sf.
\$781.24 - Flat Charge		
3. 3409 Greenmount Avenue	S&B Developers, L.L.C.	One flat sign 12' x 3'
\$151.20 - Flat Charge		
4. 1616 Elkins Lane	1616 Elkins Lane, LLC	Egress window 9.68 sf.
\$ 40.65 - Annual Charge		
5. 1065 S. Charles Street	CSM Ventures, LLC On Behalf of M&CC	Outdoor seating 2,000 sf.
No charge; City-owned Property		



**AGENDA****BOARD OF ESTIMATES****08/28/2019**Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 1626 Thames St.	Alogos Investments, LLC	Outdoor seating 29' x 2'
\$337.50 - Annual Charge		

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

## AGENDA

BOARD OF ESTIMATES

08/28/2019

Department of Transportation - Memorandum of Understanding

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Mount Clare Community Council, Inc. The period of the MOU is effective upon Board approval for five years with an option to renew for an additional five years, unless terminated earlier in accordance with this agreement.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

Mount Clare Community Council, Inc. has submitted an application for a community sign to be owned by the City and maintained by the organization, located in the right-of-way for Mount Clare Community Council, Inc. This MOU establishes the framework for the organization to maintain the community sign and all at its sole cost and subsequently for the organization to perform ongoing maintenance of all aspects of the project during the term of the MOU.

### **MBE/WBE PARTICIPATION:**

Not a competitive procurement item. The organization is paying for all costs.

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

## AGENDA

BOARD OF ESTIMATES

08/28/2019

Department of Transportation - Master Memorandum of Understanding

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Master Memorandum of Understanding (MMOU) with the Maryland Department of Transportation, (MDOT) State Highway Administration (SHA) .

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

The Maryland Department of Transportation, State Highway Administration is responsible for providing oversight and assistance to the Baltimore City Department of Transportation (BCDOT) for projects financed with federal funds in accordance with Title with U.S.C.; 23 CFR 635.105 which contains regulations relating to highways including 2 CFR 200.

Regulations based on Civil Rights requirements in Title 49, the Uniform Relocation Assistance and Real Property Policies, the Federal Highway Administration, and other federal laws and regulations that set forth procedures that require an agreement be executed between MDOT SHA and BCDOT setting forth the conditions under which any federal aid project would be implemented. This MMOU sets forth the roles and responsibilities between MDOT SHA and BCDOT, in furtherance of BCDOT's acceptance of federal aid and MDOT SHA's oversight and assistance.

### **DBE PARTICIPATION:**

This action does not require the establishment of minority goals as it does not involve the procurement of services.

(The Master Memorandum of Understanding has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Transportation - Cost Sharing and Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Cost Sharing and Settlement Agreement with CSXT Transportation (CSXT), Inc. The period of the agreement is effective upon Board approval and may only be terminated pursuant to the terms of this agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$3,677,587.00 - 1001-000000-5011-694700-603057

**BACKGROUND/EXPLANATION:**

On November 26, 2018, sections of two retaining walls located along the south side of 26<sup>th</sup> Street between Calvert Street and Guilford Avenue became unstable due to movement of earth and water infiltration, contributing to slope erosion, soil subsidence, threatening damage to railway, roadway, sidewalk, curbs, water main, wastewater line and gas line infrastructure.

By mutual agreement, CSXT began interim repairs corrective measures, utilizing its own contractors to remove the Upper and Lower Walls and temporarily stabilize the slope area.

The Parties now desire to cooperate fully by sharing all costs of design and repair to the Upper Wall and Lower Wall, slope areas and infrastructure damaged by the event.

The Parties further desire to establish responsibilities of the Parties for future maintenance of the Upper Wall and Lower Wall and desire to share the costs of all third party claims as determined by mutually agreed upon settlements, a court in the United States or other means as agreed by the Parties.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

DOT - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Department of Transportation - Right-of-Entry Agreements

The Board is requested to approve and authorize execution of the various Right-of-Entry Agreements. The period of the agreement is effective upon actual physical entry onto the property for one year.

- |    |  |                                |                |
|----|--|--------------------------------|----------------|
| 1. | <b>JONATHAN T.P. VONG AND<br/>JANICE C. VONG</b>     | <b>1010 DARTMOUTH<br/>GLEN</b> | <b>\$ 0.00</b> |
| 2. | <b>JOPSEPH FRANK STETSON AND<br/>ROBERTA STETSON</b> | <b>1011 DARTMOUTH<br/>GLEN</b> | <b>\$ 0.00</b> |

The Department of Transportation is proposing to perform subsurface investigations to include soil test borings on the properties owned by Jonathan T.P. Vong and Janice Vong and Joseph Frank Stetson and Roberta Stetson. These tests are being performed as part of the preliminary subsurface investigations needed for a proposed Department of Transportation project to replace the existing retaining wall located on Dartmouth Road.

The agreement will allow the Contractor access to perform the soil tests.

#### MBE/WBE PARTICIPATION:

N/A

(The Right-of-Entry agreements have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Transportation - Developer's Agreement No. 1128

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1128 with Cedar Hill Development, Inc. Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$1,750,564.00

**BACKGROUND/EXPLANATION:**

Cedar Hill Development, Inc. would like to construct a sewer outfall through the closed Pennington Avenue Landfill located at 5201 Arundel Boulevard to serve the Cedar Hill P.U.D. force main and pump station located in Anne Arundel County, Map 0005, Grid 0003, Parcel 0043. This Developer's Agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$1,750,564.00 has been issued to Cedar Hill Development, Inc., 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 has been approved by the Law Department as to form and legal sufficiency.)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

94 - 97

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

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



## AGENDA

BOARD OF ESTIMATES

08/28/2019

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office  
of Engineering and Construction

1. WC 1365, BEREA                      Spiniello Companies              \$6,153,300.00  
Neighborhood and  
Vicinity Water  
Main Rehabilitation

On December 19, 2018, the Board opened two bids for the WC 1365 contract. Bids ranged from a low of \$5,828,456.00 to a high of \$7,013,372.00. The apparent low bidder, J. Fletcher Creamer & Son, Inc. was found to be non-compliant by the Minority and Women's Business Opportunity Office (MWBOO). Spiniello Companies bid is 9.96% below the engineer's estimate of \$6,834,275.00 due to the highly competitive market conditions at this time.

The principal items of work for this project are urgent need water main repairs and replacement as necessary, including, but not limited to replacement/installation of various sizes, new ductile iron pipe, valves, fittings, and appurtenances replacement/installation of fire hydrants, small (residential) meter settings and meter vaults, renew and replacement of existing water services, sidewalk restoration, curb and gutter, and roadway paving, as required.

#### MBE/WBE PARTICIPATION:

The Chief of MWBOO recommends Spiniello companies as being in full compliance with Article 5 Section 28 of the Baltimore City Code. As part of their bid, Spiniello Companies has committed to utilize the following:

<b>MBE:</b> Manuel Luis Construction Co. Inc.	\$738,500.00	12.00%
<b>WBE:</b> R & R Contracting Utilities, Inc.	\$370,000.00	6.01%

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Office  
of Engineering and Construction

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Transportation</u>		
2. <b>\$6,645,564.00</b>	9960-909082-9558	9960-905096-9557-3
Water Utility Funds	Water Infrastructure	Design

The transfer will cover the costs of design for WC 1365, Berea Neighborhood and Vicinity Water Main rehabilitation.

Bureau of Procurement

3. B50005706, Cranes and Hoist Inspection and Repairs	Air & Power Technologies	\$ 77,250.00
---	-----------------------------	--------------

**MBE/WBE PARTICIPATION:**

On February 22, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON FEBRUARY 22, 2019.**

## AGENDA

BOARD OF ESTIMATES

08/28/2019

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

#### Bureau of Procurement

- |    |                                   |                           |              |
|----|-----------------------------------|---------------------------|--------------|
| 4. | B50005786, 25-Foot<br>Transit Bus | Colonial Equipment<br>Co. | \$ 99,767.00 |
|----|-----------------------------------|---------------------------|--------------|

#### **MBE/WBE PARTICIPATION:**

On February 01, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 01, 2019.**

- |    |   |  |                |
|----|---|--|----------------|
| 5. | B50005805, OEM Parts<br>and Service for New<br>Way Trucks | Maryland Industrial<br>Trucks, Incorporated<br><br>Waste Equipment Sales<br>& Service, LLC | \$4,000,000.00 |
|----|---|--|----------------|

#### **MBE/WBE PARTICIPATION:**

On July 23, 2019, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JULY 23, 2019.**

## AGENDA

BOARD OF ESTIMATES

08/28/2019

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

#### Bureau of Procurement

6. B50005813, OEM Parts & Service for Cummins Engines
- REJECTION** - On July 10, 2019, a total of four bids were received from Peterbilt of Baltimore, Baltimore Freightliner/Harbor Truck Sales & Service, Beltway International, LLC; and Cummins Sales & Service. Upon further review of the solicitation, specifications, and questions submitted by the vendor, it is recommended that the Board reject all bids, in the best interest of the City. The specifications will be reviewed and revised in order to increase competition. A separate Board memo has been concurrently submitted to request an extension to the current contract B50003554, in order to allow time for this process.

(Dept. of Gen. Services, Fleet Mgmt.)

7. B50005829, OEM Parts & Service for General Motors Heavy Duty Trucks
- REJECTION** - On July 31, 2019, one bid was received from Fleetpride, Inc. Upon further review of the solicitation, specifications, and questions submitted by the vendor it is recommended that the Board reject all bids, in the best interest of the City. The specifications will be reviewed and revised in order to increase competition. A separate Board memo has been concurrently submitted to request an extension to the current contract B50003574, in order to allow time for this process.

(Dept. of Gen. Services, Fleet Mgmt.)

EXTRA WORK ORDER

\* \* \* \* \*

The Board is requested to approve the

Extra Work Order

as listed on the following pages:

99 - 100

The EWO has been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

# AGENDA

BOARD OF ESTIMATES

08/28/2019

## EXTRA WORK ORDER

<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>

Department of Public Works/Office of Eng. & Constr. (OEC)

1. EWO #001, \$605,000.00 - SC 910, Improvements to Sanitary Sewer Collection System in the Herring Run Sewershed  
Part 2: Chinquapin Run

\$23,553,300.00	-	Spiniello Com-	2	-
		panies	Mths.	

The Office of Engineering & Construction is required to upsize the size of tunneling the machine to 60" tunnel machine being used across Perring Parkway to install the 36" sewer pipe which the OEC originally anticipated it to be using a 42" tunnel machine. The change is due to unforeseen site conditions resulting from abrasive bedrock conditions in the ground. Office of Engineering and Construction request the approval of the not to exceed Lump Sum of \$1,650,000.00 for the agreed 60" micro tunneling work and extension of the contract for 60 non-compensable calendar days due to this change. The contractor will be compensated from funds earmarked for original bid item 817 (42" micro tunneling) until the contractor's work reaches the upset limit of the assigned budget of \$1,045,000.00.

Additional funds to cover the balance of the not-to-exceed agreed lump sum for an amount of \$605,000.00 is required to complete the 60" micro tunneling work that will be added to the 60" micro tunneling bid item.

The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

## **AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

Department of Public Works/Office of Eng. & Constr. (OEC)

The scope of the construction project includes SC 910 is to remove and abandon the existing sewer line in Chinquapin Run and construct a new upsized newer interceptor away from the stream to substitute the existing sewer interceptor. The scope also includes restoration of Chinquapin stream from Walker Avenue to Perring Parkway.

### **MBE/WBE PARTICIPATION:**

The Vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 18% MBE and 16% WBE goals assigned to the original agreement.

The EAR was approved by MWBOO on April 2, 2019.

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Public Works/Office - Amendment No. 1 to On-  
of Engineering and Construction      Call Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to On-Call Agreement (Amendment No. 1) with Johnson, Mirmiran & Thompson, under Project No. 1238, On-Call Mechanical Engineering Services. Amendment No. 1 will extend the period of the agreement through August 31, 2020 or until the upset limit is reached, whichever occurs first.

#### **AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - Increase in upset limit

#### **BACKGROUND/EXPLANATION:**

This time extension and budget increase will allow the Consultant to continue providing mechanical engineering services for various tasks to be assigned by Water and Wastewater facilities including, Wastewater Treatment Plants and Pumping Stations. The Office of Engineering & Construction has a need for these services to address any mechanical issues that requires immediate response and cannot be postponed until the customary architect and engineering selection can be executed.

The scope of the original agreement includes On-Call consulting for various tasks assigned by the Office of Engineering & Construction on an as needed basis. The scope involves mechanical consulting engineering services for various water and wastewater facilities including treatment plants and pumping stations, and may include planning, design and construction phase services. Calls for these services will be made as needs are identified.



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

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

**MBE/WBE PARTICIPATION:**

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

**AUDITS NOTED THE TIME EXTENSION AND THE INCREASE IN UPSET LIMIT AND WILL REVIEW THE TASK ASSIGNMENTS.**

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 003 to AECOM Technical Service, Inc. under Project 1803, On-Call Project and Construction Management. The period of the Task Assignment is 18 months.

#### **AMOUNT OF MONEY AND SOURCE:**

\$ 58,117.00	-	9956-907542-9551-900020-705032	(SC 892R)
58,117.00	-	9956-917337-9551-900020-705032	(SC 927)
58,117.00	-	9956-902547-9551-900020-705032	(SC 948)
58,117.00	-	9956-908340-9551-900020-705032	(SC 930R)
58,121.42	-	9956-904549-9551-900020-703032	(SC 950R)
<b>\$290,589.42</b>			

#### **BACKGROUND/EXPLANATION:**

The Department was in need of inspection of project controls and scheduling services for various engineering and construction projects in watershed facilities.

#### **MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 29% and WBE: 10%.

**MWBOO APPROVED ON MARCH 12, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA****BOARD OF ESTIMATES****08/28/2019**

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
\$62,771.13	9956-923023-9549	9956-904549-9551
(Revenue Bond)	Caroline Street	Design
	Pumping Station	

This transfer will fund the costs of Project 1803, On-Call Project and Construction Management. Task No. 003.

(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**

**08/28/2019**

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 003 to KCI Technologies, Inc. under Project 1254K, On-Call Environmental Services. The period of the Task Assignment is 24 months.

**AMOUNT OF MONEY AND SOURCE:**

\$172,051.89 (60.3254%) - Water Revenue  
113,154.48 (39.6746%) - Baltimore County  
**\$285,206.37** - 9960-909991-9557-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is need of improvements for the structural rehabilitation of the underground filtered water reservoir.

**MBE/WBE PARTICIPATION:**

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

**MWBOO APPROVED THE EAR ON MARCH 4, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA****BOARD OF ESTIMATES****08/28/2019**

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
\$214,813.73 Revenue Bond	9960-907305-9558 Montebello Reservoir Study	
<u>143,209.15</u>	" "	
<b>\$358,022.88</b>	-----	9960-909991-9557-3 Design

This transfer will cover the cost of Project 1254K, On-Call Environmental Services, Task No. 003.

(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**

**08/28/2019**

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 004 to KCI Technologies, Inc. under Project 1254K, On-Call Environmental Services. The period of the Task Assignment is one year.

**AMOUNT OF MONEY AND SOURCE:**

\$ 94,653.10 (50%)  
94,653.09 (50%)  
\$189,306.19 - 9956-904950-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction needs an evaluation of the existing condition of the sludge tanks and dissolved air flotation thickeners.

**MBE/WBE PARTICIPATION:**

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

**MWBOO APPROVED THE EAR ON JULY 24, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$102,225.35	9956-905533-9549	
(Wastewater Rev.	Annual Facilities	
Bond)	Improv.	
102,225.34	" "	
(County Rev.)		
<u>\$204,450.69</u>		

This transfer will cover the costs of Project 1254K, On-Call  
Environmental Services, Task No. 004

(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

08/28/2019

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 005 to EBA Engineering, Inc. under Project 1255, On-Call Material Testing and Inspection Services. The period of the Task Assignment is 12 months.

#### **AMOUNT OF MONEY AND SOURCE:**

\$47,891.35 - 9960-908936-9557-900020-703032

#### **BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of project engineering services for WC 1285, Caroline Street and Vicinity Water Main Replacement.

#### **MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 27.01% and WBE: 10%.

**MWBOO APPROVED THE EAR ON JULY 18, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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



**AGENDA****BOARD OF ESTIMATES****08/28/2019**

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
\$102,017.77	9960-909100-9558	9960-908936-9557
Water Utility	Water Infrast.	WC 1285 Caroline
Funds	Rehab	WM Replace

This transfer will cover the costs of Project 1255, On-Call Material Testing and Inspection Services, Task No. 005.

(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

08/28/2019

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 004 to EBA Engineering, Inc. under Project 1255, On-Call Material Testing and Inspection Services. The period of the Task Assignment is 12 months.

### **AMOUNT OF MONEY AND SOURCE:**

\$29,395.25 - 9960-906935-9557-900020-703032

### **BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of project engineering services for WC 1284, Brewer Hill Neighborhood Water Main Replacement.

### **MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 27.01% and WBE: 10%.

**MWBOO APPROVED THE EAR ON JULY 28, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$52,000.00	9960-913044-9558	
Water Utility	(Water Infrast.	
Fund	Rehab	
29,962.43	9960-909100-9558	
Water Utility	(Water Infrast.	
<u>Fund</u>	Rehab	
<b>\$81,962.43</b>	-----	9960-906935-9557
		WC 1284 Brewers WM
		Replace

This transfer will cover the costs of Project 1255, On-Call Material Testing and Inspection Services, Task 004.

(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

08/28/2019

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

### ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 016 to Rummel, Klepper & Kahl, LLP under Project 1504, Construction Management Assistance. The period of the Task Assignment is 18 months.

### AMOUNT OF MONEY AND SOURCE:

\$118,563.60 - 9960-905668-9557-900020-705032

### BACKGROUND/EXPLANATION:

The Consultant will provide inspection services for WC 1286, Guilford Avenue and Vicinity Water Main Replacement.

### MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 17.5% and WBE: 2.82%.

**MWBOO APPROVED THE EAR ON July 24, 2019**

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

<u>Department of Public Works/Office of Engineering and Construction</u>	- Post Award Services Agree- ment for Project No. 1124U (SC 956), Improvement to the Sanitary Sewer Collection System in the Herring Run Sewershed Part 1: Sanitary Sewers
--	--

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Post Award Services (PAS) Agreement with AECOM Technical Services, Inc. (AECOM), under Project No. 1124U (SC 956), Improvement to the Sanitary Sewer Collection System in the Herring Run Sewershed Part 1: Sanitary Sewers. The period of the PAS Agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

#### **AMOUNT OF MONEY AND SOURCE:**

\$499,554.56 - Upset limit

#### **BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is requesting AECOM to provide the City of Baltimore with the PAS necessary during the construction of SC 956, Improvement to the Sanitary Sewer Collection System in the Herring Run Sewershed Part 1: Sanitary Sewers, to oversee that the work performed by the Contractor is completed in accordance with the design and as specified in the contract documents. The area is within the Herring Run Sewershed.

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

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

The scope of the original agreement includes project management, attending project meetings, reviewing submittals, reviewing Request for Information, reviewing change orders, redlines, preparing As-builts, and other PAS activities.

#### **MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 30% MBE and 15% WBE goals assigned to this agreement.

<b>MBE:</b> Savin Engineers, P.C	\$ 80,775.72	16.17%
DM Enterprise	70,373.20	14.09%
<b>TOTAL</b>	<b>\$151,148.92</b>	<b>30.26%</b>

<b>WBE:</b> Phoenix Engineering, Inc.	\$ 76,663.45	15.35%
---------------------------------------	--------------	--------

**MWBOO FOUND CONSULTANT IN COMPLIANCE ON AUGUST 2, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Finance/Office - Expenditure of Funds  
of Risk Management

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the Expenditure of Funds to purchase Cyber insurance for the City for those agencies who are the responsibility of Baltimore City Office of Information and Technology. The Expenditure of Funds is effective upon Board of Estimates approval.

#### **AMOUNT OF MONEY AND SOURCE:**

\$835,103.00 - 2043-000000-1450-162900-603014

#### **BACKGROUND/EXPLANATION:**

Following a competitive process that included 17 insurance carriers, the Office of Risk Management was able to secure a quote for \$20,000,000.00 in Cyber Liability coverage. The first \$10,000,000.00 in coverage is being provided by Chubb Insurance at a cost of \$500,103.00. The second \$10,000,000.00 in excess coverage is being provided by AXA insurance at a premium of \$335,000.00.

The coverage will include, Cyber Incident response coverage including an investigative team. Business Interruption loss and Extra Expense, as well as Contingent Business Interruption and Extra Expense Loss. Digital Data Recovery and Network Extortion. Third party coverage for Cyber Privacy and Network Security, Payment Card loss, Regulatory Proceedings and Electric Social and Printed Media Liability.

**APPROVED FOR FUNDS BY FINANCE**

AGENDA

BOARD OF ESTIMATES

08/28/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- |  |               |         |
|--|---------------|---------|
| 1. PLAYGROUND SPECIALISTS,<br>INC.   | \$ 200,000.00 | Renewal |
| Contract No. B50004884 - Playground and Athletic Court<br>Resurfacing Repairs - Department Recreation and Parks - P.O.<br>No.: P540345 |               |         |

On July 19, 2017, the Board approved the initial award in the amount of \$200,000.00. The award contained five 1-year renewal options. On August 29, 2018, the Board approved the first renewal in the amount of \$200,000.00. This second renewal in the amount of \$200,000.00 is for the period of July 12, 2019 through July 11, 2020, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On January 31, 2017, MWBOO set goals of 5% MBE and 2% WBE. MWBOO waived the WBE goals for the remainder of the contract term on July 27, 2017. On July 28, 2019, MBWOO found Playground Specialists, Inc. in compliance.

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Grass Roots Landscaping Co., LLC	5%	\$4,000.00 4%

**WBE:** N/A

**MWBOO GRANTED A WAIVER ON JULY 28, 2019.**



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

- |  |         |         |
|--|---------|---------|
| 2. BELAIR ROAD SUPPLY  |         |         |
| COMPANY, INCORPORATED  | \$ 0.00 | Renewal |
| Contract No. B50004699 - Water Meter Expansion Connectors -  |         |         |
| Department of Public Works - Revenue Measuring and Billing - |         |         |
| P.O. No.: P537208  |         |         |

On October 12, 2016, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. On October 23, 2018, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$0.00 is for the period October 12, 2019 through October 11, 2020, with one 1-year renewal option remaining.

**MBE/WBE PARTICIPATION:**

On June 29, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JUNE 29, 2016.**

- |  |              |         |
|--|--------------|---------|
| 3. FERGUSON ENTERPRISES, INC.  |              |         |
| D-S PIPE AND STEEL SUPPLY  |              |         |
| LLC  |              |         |
|  | \$100,000.00 | Renewal |
| Contract No. B00004276 - Steel Pipes, Valves and Fittings -                        |              |         |
| Department of Public Works, Wastewater Facilities - P.O. Nos.: P533359 and P533360 |              |         |

On October 28, 2015, the Board approved the initial award in the amount of \$100,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$100,000.00 is for the period October 28, 2019 through October 27, 2020. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

08/28/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

MWB/WBE PARTICIPATION:

On August 16, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON AUGUST 15, 2016.**

4. PAPCO, INC. \$ 0.00 Renewal  
Contract No. B50003771 - Gasoline and Diesel Fuel - Department  
of General Services and Department of Transportation - P.O.  
No.: P53230

On June 17, 2015, the Board approved the initial award in the amount of \$54,000,000.00. The award contained two renewal options. On October 3, 2018, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period September 1, 2019 through August 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 18, 2014, MWBOO set goals of 3% MBE and 1% WBE. On August 2, 2019, MWBOO found vendor in compliance.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	3%	\$320,378.01	4.86%
<b>WBE:</b> Bay Oil, Inc.	1%	\$ 0.00	0%

**MWBOO FOUND VENDOR IN COMPLIANCE ON AUGUST 2, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

5. **MCLEAN CONTRACTING**

COMPANY	\$1,700,000.00	Renewal
Contract No. B50004126 - Structural Maintenance and Dredging of Inner Harbor - Department of Transportation - P.O. No.: P532947		

On September 23, 2015, the Board approved the initial award in the amount of \$629,580.00. The award contained two 1-year renewal options. On August 29, 2018, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$1,700,000.00 is for the period August 16, 2019 through August 15, 2020. The above amount is the City's estimated requirement.

**MBW/WBE PARTICIPATION:**

On May 20, 2015, MWBOO set goals of 8.3% MBE and 3% WBE. On August 20, 2019, MWBOO found vendor in compliance.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> G.E. Frisco Company, Inc.	8.3%	\$20,932.93	9.82%
<b>WBE:</b> A2Z Environmental Group, LLC.	3.3%	\$ 3,789.40	1.77%

**MWBOO FOUND VENDOR IN COMPLIANCE ON AUGUST 20, 2019.**

6. <b>ROBERT HALF INTERNATIONAL</b>		Selected Source/
INC.	\$ 800,000.00	Renewal
Contract No. TSO6-17 - Professional Staffing Services - Departments of Finance, Public Works, General Services, Housing and Community Development, Baltimore City Information Technology - P.O. No.: P543767		

AGENDA

BOARD OF ESTIMATES

08/28/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

On May 16, 2019, the Board approved the initial award in the amount of \$500,000.00. Subsequent actions have been approved. The Houston-Galveston Area Council of Governments cooperative has renewed the submitted contract for professional staffing services through a competitive process. This contract is necessary in order to have certain professionals (such as procurement, legal and accounting) immediately available to agencies for urgent projects and/or to provide support during the employee recruitment process. This renewal will allow for continued support of projects, including but not limited to the City's ERP project. This renewal in the amount of \$800,000.00 is for the period September 1, 2019 through May 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 7, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 7, 2018.**

- |   |               |                     |
|---|---------------|---------------------|
| 7. ACCRUENT, LLC d/b/a                                      |               | Ratification and    |
| VFA   | \$ 200,000.00 | Sole Source Renewal |
| Contract No. 08000 - VFA Reporting Software - Department of |               |                     |
| General Services - P.O. No.: P537003                        |               |                     |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT.

On September 28, 2019, the Board approved the initial in the amount of \$33,213.85. The award contained four 1-year renewal

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

options as well as an option for Facility Condition Assessment Services. Two renewal options have been exercised. This third renewal will allow for the continuation of the option for Assessment Services.

The VFA database is proprietary. This renewal and increase will allow other City agencies to utilize the engineer facility assessment services provided through the VFA contract. The engineering facility assessment services will allow for condition assessments over an additional 4 million square feet of Mayor and City Council owned facilities to be added to the VFA assessment data and capital planning tool. The Department of General Services (DGS) will support subscription fee costs and facility assessment services for DGS managed properties. Expansion of the Assessment Services option will improve the City's budgeting, capital planning, and facilities maintenance decision making. The services requested in this action include specialized engineering services/tasks (i.e. Statistical Modeling, Lifecycle Assessment and Facility Condition Assessments). This data is required for inclusion in the VFA proprietary database. The goal of the VFA engagement is to develop and mature facilities capital planning and management strategies.

The period of the ratification is July 15, 2019 through August 27, 2019. The period of the renewal is August 28, 2019 through July 14, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

**MBE/WBE PARTICIPATION:**

Not applicable. This contract is for proprietary licenses and related services. These tasks have no areas of segmentation as they are inextricably linked with the existing VFA proprietary software.

8. NATIONAL CAPITAL

INDUSTRIES	\$74,000.00	Increase
------------	-------------	----------

Contract Number B50005392 – Supply Barriers/Quadguards – Department of Transportation – P.O. No.: P544099

On June 6, 2018, the Board approved the initial award in the amount of \$48,990.00. An increase is needed in order to purchase an additional supply of Barriers and Quadguards as needed. The contract expires on June 5, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

9. KINGSVILLE KARTS, LLC      \$23,000.00      Increase

Contract Number B50005247 – OEM Parts, Service and Warranty Repairs for Golf Carts – Department General Services – P.O. No.: P542181

On January 8, 2018, the City Purchasing Agent approved the initial award in the amount of \$23,000.00. The increase is needed to continue service for golf carts for DGS – Fleet Management. The Department underestimated the needs for parts and repairs required for golf carts during this contract period. The contract expires on January 23, 2021. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

08/28/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

MBE/WBE PARTICIPATION:

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

		<b>Sole Source/ Increase</b>
10. CCG SYSTEMS, INC.	\$80,467.60	
Contract Number 08000 – FASTER WEB Migration Upgrade – Department of General Services – P.O. No.: P541673		

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT.

On October 25, 2017, the Board approved an initial award in the amount of \$373,163.00. Subsequent have been approved.

The increase is necessary because additional funds are required for the FASTER WEB Migration Upgrade due to the need to increase the pace of the migration to a cloud-based system. The contract expires January 31, 2020. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

11. BROOKLYN/PROGRESSIVE

AUTO PAINT GROUP, INC.	\$ 49,000.00	Low Bid
Solicitation No. B50005843 - Automotive Paint and Supplies - Department of General Services, Fleet Management - Req. No. R817690		

Vendors were solicited by posting on CitiBuy. On August 7, 2019, two bids were received and opened. Award is recommended to the lowest responsive, responsible bidder. The period of the award is September 7, 2019 through September 6, 2021, with three 1-year renewal options. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

12. READYCLEAN SERVICES

GROUP, INC.	\$ 39,420.00	Low Bid
Solicitation No. B50005841 - Janitorial Services at 2700 North Charles Street, Suite 201 - Department of Housing and Community Development - Req. No.: R825747		

Vendors were solicited by posting on CitiBuy. On July 29, 2019, four bids were received and opened. ReadyClean Services Group, Inc. was found to be the lowest responsive responsible bidder. The period of the award is August 28, 2019 through August 27, 2020, with two 1-year renewal options. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

13. SECUREWATCH24 LLC	\$ 27,178.00	Low Bid
Solicitation No. B50005839 - Solar-Powered Trailer-Mounted Message Boards - Department of General Services, Fleet Management - Req. No.: R822813		

The amount of \$27,178.00 for the purchase of two solar-powered trailer-mounted message boards will be financed through the City's master lease program administered by the Bureau of Treasury Management.

Vendors were solicited by posting on CitiBuy. On July 17, 2019, five bids were received and opened. Award is recommend to the lowest responsive responsible bidder. The period of the award is August 31, 2019 through August 30, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

14. STANLEY ACCESS TECHNOLOGIES	\$ 34,354.00	Selected Source
Contract No. 06000 - Stanley Dura Glide 3000 Bi-Parting Sliding Door Packages - Baltimore Convention Center - Req. No.: R826615		

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT.**

The Baltimore Convention Center is purchasing two Stanley Dura Glide 3000 Bi-Parting Sliding Door packages. These doors will replace two separate banks of six entrance doors. The Baltimore Convention Center currently has a maintenance

08/28/2019

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

AGENDA

BOARD OF ESTIMATES

08/28/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

MBE/WBE PARTICIPATION:

Not applicable. The initial award is below MBE/WBE subcontracting threshold.

MBE/WBE PARTICIPATION:

N/A

16. SB & COMPANY, LLC	\$ 30,654.00	Selected Source
Contract No. 06000 - Audit FY 2017 and FY 2018 - Department of Transportation - Req. No.: R822627		

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT.

The Board is requested to ratify the above amount and approve the payment of invoices for Audit Services during FY 2017 and FY 2018 for the Examination of National Transit Database (NTD). The procurement procedures were not followed due to the time sensitive Federal Transit Administration request for the NTD report. This audit was performed to ensure the integrity of the data meets the FTA accounting standards. SB & Company was selected as they were the awarded vendor on a separate competitively bid contract with the City.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement - cont'd

**MBE/WBE PARTICIPATION:**

Not applicable. The award is below MBE/WBE subcontracting threshold.

17. AIRMED INTERNATIONAL, LLC	\$200,000.00	Selected Source
Contract No. 06000 - Non-Emergent Medical Air Transportation Services - Health Department - Req. No.: R825941		

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT.**

The Baltimore City Health Department (BCHD) receives an annual grant from the Maryland Department of Health (MDH), Medical Assistance Non-Emergency Transportation program. As part of this grant, the BCHD - Office of Field Health Services is tasked to review air medical transportation claims submitted by variety of aero transport providers that State approved Medicare/Medicaid providers. The City pays the medical claims and the State reimburses the City at 100% pass through rate for performing this service on their behalf. The BCHD and the City have no contractual relationship with, and play no part in the selection of these providers. The BCHD reviews the claims and act as a conduit of grant funds as an agent for MDH. The period of the award is August 29, 2019 through August 28, 2020, with two 1-year renewal options. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement - cont'd

be practicable to obtain competitive bids. Therefore, pursuant to Article VI, Section 11(e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

**MBE/WBE PARTICIPATION:**

On August 8, 2019, it was determined that no goals would be set because of no opportunity to segment the contract.

18. HARBOR TRUCK SALES AND  
SERVICES, INC. t/a

BALTIMORE FREIGHTLINER	\$ 100,000.00	Extension
Contract No. B50003554 - O.E.M. Parts and Service for Cummins Engines - Department of General Services - Fleet Management - P.O.: P528193		

On July 30, 2014, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to continue parts and services for Cummins Engines for Fleet Management while a new solicitation B50005889 is awarded. The contract expired on July 31, 2019. The period of the award is August 1, 2019 through February 28, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On May 8, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 8, 2014.**

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement - cont'd

19. BOB BELL CHEVROLET/ NISSAN, INC. t/a BOB BELL CHEVROLET	\$ 100,000.00	Extension
Contract No. B50003574 - OEM Parts and Service for General Motors Heavy Duty Trucks - Department of General Services - Fleet Management - P.O. No.: P528103		

On July 23, 2014, the Board approved the initial award in the amount of \$166,375.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to continue service for General Motor Heavy Trucks for Fleet Management while a new solicitation is B50005888 is awarded. The contract expired on July 31, 2019. The period of the extension is August 1, 2019 through February 28, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On January 24, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JANUARY 24, 2014.**

20. PREMIER INTERNATIONAL ENTERPRISES, INC.	\$1,250,000.00	Selected Source/ Agreement
Contract No. 08000 - Data Transformation Using Proprietary Applaud Software - Baltimore City Information Technology, Department of Human Resources, Department of Finance - Req. No.: R834442		

The Board is requested to approve and authorize execution of an Agreement with Premier International Enterprises, Inc. The period of the agreement is August 29, 2019 through March 31, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement - cont'd

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT.**

The Vendor was selected because of its proven track record in transforming and mitigating multiple legacy applications and their data into the Workday Platform through their best practices approach and use of Applaud Software. Applaud Software is not available from other service providers. The City's data from legacy HR and Finance systems will be extracted, profiled, analyzed, cleansed, enriched, transformed, loaded, and reconciled through multiple iterations, as part of the Workday ERP project. The period of the agreement is August 29, 2019 through March 31, 2021. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a selected source procurement. On May 31, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract as Applaud software and process is proprietary.

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

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement - cont'd

21. AMERICAN OFFICE EQUIPMENT CO., INC.	\$400,000.00	<b>Sole Source/ Increase</b>
Contract No. 2015-42 Furniture (Office, School, Library, etc.) and Equipment - Baltimore Convention Center - P.O. No.: To be Determined		

On April 27, 2016, the Board approved the initial award in the amount of \$4,000,000.00. The first renewal in the amount of \$2,500,000.00 was approved by the Board on October 17, 2018. This increase in the amount of \$400,000.00 is to add an additional vendor. This contract expires on December 31, 2019 with six one-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On April 23, 2015, MWBOO set goals of 5% MBE and 0% WBE.

MBE: Affordable Delivery Services, LLC	\$10,550.00	5%
---	-------------	----

**WBE:** N/A

This is a Howard County contract that Baltimore City is "piggybacking". The City awarded the contract on April 27, 2016. At the time of award, this vendor was not compliant with Baltimore City MBE/WBE requirements and was not added to the original list of "highest discount" furniture providers for the City. The Convention Center has asked to now add the vendor to fulfill pre-existing requirements. The goals established for the contract are voluntary as there is no binding language in the Howard County contract with established M/WBE goals. The City has not established guidelines for MBE/WBE goals when joining a cooperative agreement from another jurisdiction. At this time, the vendor is not legally bound to comply with Article 5, subtitle 28, therefore, MWBOO cannot determine compliance.



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement

22. A&A SALES ASSOCIATES, LLC	\$ 0.00	Correction
Contract No. B50004680 - Steel Toe Rubber Hip Boots - Department of Public Works - P.O. No.: P536876		

On September 14, 2016, the Board approved the initial award in the amount of \$180,000.00. The first renewal in the amount of \$60,000.00 was approved by the Board on October 17, 2018. On July 17, 2019 the Board approved the second of three, one-year renewal options, in the amount of \$60,000.00, with only two of the three vendors; District Safety Products, Inc., and Stauffer Manufacturing Company. The third vendor, A&A Sales Associates, LLC was inadvertently excluded from the memorandum submitted to the Board requesting the renewal. The Board is requested to approve the correction, in the amount of \$0.00, of the renewal action to include A&A Sales Associates, LLC. This correction is for the period September 14, 2019 through September 13, 2020 with one, one-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On July 13, 2016, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

## AGENDA

BOARD OF ESTIMATES

08/28/2019

### CITY COUNCIL BILL:

18-0304 - An Ordinance concerning Property Tax Credit - 9-1-1 Public Safety Telecommunicators for the purpose of establishing a tax credit against the property tax imposed on the principal residences of certain 9-1-1 public safety communicators; imposing certain limitations, conditions, and qualifications for credit eligibility; providing for the amount, duration, and administration of the credit; defining certain terms; providing for a special effective date; and generally relating to a property tax credit for qualified 9-1-1 public safety telecommunicators.

**The Department of Law is favorable with the following amendments:**

---

After the bill was introduced, there was a slight change in state law. The term "9-1-1 public safety telecommunicator" was replaced by "9-1-1 specialist." See, 2019 Maryland Laws Ch. 299 (H.B.1090). The definition of 9-1-1 telecommunicator (now "specialist") was changed to "an employee of [Baltimore City] public safety answering point, or an employee working in a [Baltimore City] public safety answering point, whose duties and responsibilities include: (i) receiving and processing 9-1-1 requests for emergency assistance; (ii) other support functions directly related to 9-1-1 requests for emergency assistance; or (iii) dispatching law enforcement officers, fire rescue services, emergency medical services, and other public safety services to the scene of an emergency." Md. Code, Tax-Prop. § 9-262 (a)(3).

This change in terminology should be reflected in the bill to parallel state law.

The state law provides most of the requirements for the credit, which the City cannot alter. Md. Code, Tax-Prop., §9-262; Worton Creek Marina, LLC v. Claggett, 381 Md. 499, 512-513

**CITY COUNCIL BILL 18-0304:**

(Md. 2004)(citations omitted). The credit is against the local portion of the real property tax "on a dwelling located in [Baltimore City] that is owned by a 9-1-1 specialist." Md. Code, Tax-Prop., §9-262 (b). The credit is only available if the 9-1-1 specialist "is otherwise eligible for the credit authorized under § 9-105" of the Tax-Property Article, which is the Homestead Tax Credit. *Id.*

Dwelling is defined to be a house used and occupied as a principal residence "for more than 6 months of a 12-month period beginning with the date of finality for the taxable year for which the property tax credit under this section is sought," and includes the lot upon which the house sits. Md. Code, Tax-Prop., §§9-262; 9-105(a)(5)(i). A qualified dwelling can include certain condominiums and apartments. Md. Code, Tax-Prop., § 9-105(a)(5)(ii).

Each taxable year, the credit may not exceed the lesser of \$2,500 per dwelling or the total local real property tax imposed on the dwelling. Md. Code, Tax- Prop., §9-262 (c). If the 9-1-1 specialist chooses to take this credit, he or she is prohibited from receiving any other property tax credit provided by Baltimore City, except the local portion of the homestead tax credit and the income tax rate offsetting credit. CCB 18-0304, p. 3, line 10. The City is authorized to make this limitation as an additional eligibility requirement. Md. Code, Tax-Prop. § 9-262 (d)(3).

The City has been granted the power to set the amount and duration of the credit as well as the rules and procedures necessary for application and uniform processing and any other provisions necessary to carry out the state law. Md. Code, Tax- Prop., §9-262(d).

**CITY COUNCIL BILL 18-0304:**

With the above changes, City Council Bill 18-0304 is consistent with the powers granted to the Mayor and City Council by the State, the Law Department approves it for form and legal sufficiency.

**Amendments to City Council Bill 18-0304**

Proposed by the Law Department (to conform to recent changes in the State law)

**Amendment No. 1**

Replace all references to "9-1-I public safety telecommunicator" with "9-1-1 specialist"

**Amendment No. 2**

On page 2, line 6, after "EMPLOYEE" insert OF A PUBLIC SAFETY ANSWERING POINT

Line 8 delete ANSWERING, RECEIVING TRANSFERRING, AND DISPATCHING 9-1-1 CALLS and replace with RECEIVING AND PROCESSING 9-1-1 REQUESTS FOR EMERGENCY ASSISTANCE

Line 9, after FUNCTIONS insert DIRECTLY and after 9-1-1 delete CALLS and replace with REQUESTS FOR EMERGENCY ASSISTANCE

**The Bureau of the Budget and Management Research is unfavorable with the following comments:**

**Context and Background**

The City has recently added two new tax credits for public safety workers. On December 4, 2017, the Mayor signed City Council Bill 17-0120, which grants a local real property tax

**CITY COUNCIL BILL 18-0304:**

credit of up to \$2,500 to eligible public safety officers owning and living in a property located in the City. On November 19, 2018, the Mayor signed City Council Bill 18-02545, which extends the public safety officers tax credit to also include individuals employed by the BCPSS.

**Fiscal Impact**

City Council Bill #18-0304 would provide a credit of up to \$2,500.00 for 9-1-1 Public Safety Communicators.

The fiscal impact of the proposed legislation would be estimated based on three eligible groups: City residents who own and occupy their home, City residents who rent, and non-City residents. The City employs 91 full-time 9-1-1 operators. Thirty-seven of these individuals have been identified as owner-occupied City residents, and therefore are immediately eligible for the proposed tax credit. Total property taxes from the eligible operators is \$89,500.00. After benefiting from the proposed credit, tax liability for 22 of the 37 individuals would be reduced by 100 percent, while the remaining 15 would have their tax liability reduced by about 81 percent. Total anticipated cost of the proposed tax credit, if granted to current owner-occupied residents, is estimated at \$78,600.

The remaining 9-1-1 operators either live in the City, but rent, or live outside the City. It is unknown if this policy would entice the remaining 54 individuals to purchase real property in the City as their principal residence. If additional 9-1-1 employees moved to the City, the cost of the credit would increase, but these individuals would also generate additional revenue from income, transfer, and recordation taxes. The following table summarizes the possibilities:

# AGENDA

BOARD OF ESTIMATES

08/28/2019

## CITY COUNCIL BILL 18-0304:

	#	1st Year Impact			Offsetting Revenues		
		City Tax	Est'd Tax Credit	Remaining Taxes	Income Tax	Transfer & Recordation Tax	Net Gain/(Loss)
Current Owner-Occupied Residents	37	\$89,533	(\$78,576)	\$10,956	\$0	\$0	(\$78,576)
Current City Renters	24	\$58,075	(\$50,968)	\$7,107	\$0	\$90,000	\$39,032
Non-Residents	30	\$72,594	(\$63,711)	\$8,883	\$38,553	\$112,500	\$87,342
Total Net Cost of 1st year*	91	\$220,202	(\$193,255)	\$26,946	\$38,553	\$202,500	\$47,797

	#	2nd Year Impact			Offsetting Revenues		
		City Tax	Est'd Tax Credit	Remaining Taxes	Income Tax	Transfer & Recordation Tax	Net Gain/(Loss)
Current Owner-Occupied Residents	37	\$89,533	(\$78,576)	\$10,956	\$0	\$0	(\$78,576)
Current City Renters	24	\$58,075	(\$50,968)	\$7,107	\$0	\$0	(\$50,968)
Non-Residents	30	\$72,594	(\$63,711)	\$8,883	\$38,553	\$0	(\$25,158)
Total Net Cost of 2nd year**	91	\$220,202	(\$193,255)	\$26,946	\$38,553	\$0	(\$154,703)

\* During the 1st year of implementation, and assuming that all City renters and non-City residents become owner-occupied residents, the net benefit/loss to the City is \$47.8K revenue gain due to the increase from income and one-time transfer and recordation tax revenues

\*\* For the 2nd year, all one-time transactional revenues are not available; therefore, there would be a net \$154.7K revenue loss to the City

## Other Considerations

Tax Credits: Finance has currently contracted with a consultant, Ernst and Young, to refresh its 10-Year Financial Plan. As part of that contract, the consultant is analyzing the impact of all existing City tax credits. Although the final report is not yet complete, preliminary findings suggest that many of the City's existing tax credits have not spurred additional investment as intended. In addition, tax credits are generally an expensive way to provide a benefit, due to the staffing required to oversee the credit (applications, eligibility criteria, etc.).

Public Safety Officer Credit: The proposed 9-1-1 Officer Tax Credit is structured most similarly to the existing Public Safety Officers Tax Credit, which is still in its infancy. It is unclear if that credit has enticed additional officers to move into the City. Both credits provide a benefit to property owners whose primary residence is already located in the City.

**CITY COUNCIL BILL 18-0304:**

911 Operations: During the 2019 General Assembly session, legislation was passed to begin the upgrade of 911 call center technology. It includes additional funding for local jurisdictions based on a change in how 911 fees are billed, from a per household basis to a per device basis. In preparation for these changes, BBMR and Fire have teamed up to co-sponsor a study for how existing operations should be re-aligned with the new requirements and funding.

**Conclusion**

Given that City has two critical studies underway that are relevant to this legislation (tax credit policy, and 911 operations), Finance respectfully requests that this legislation be deferred for consideration until this work is completed. We expect both reports to be complete by the end of calendar year 2019.

**THE DEPARTMENT OF PLANNING HAS NO OBJECTION AND DEFERS TO THE DEPARTMENT OF FINANCE.**

**THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT HAS NO OBJECTION AND DEFERS TO THE DEPARTMENT OF FINANCE.**

**ALL OTHER REPORTS RECEIVED WERE FAVORABLE.**

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Bureau of the Budget and                      - Implementation Grant  
Management Research (BBMR)                      Agreement and AAO No. 58

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize approval of the Implementation Grant Agreement with the National League of Cities Institute for Cities Connecting Children to Nature (CCCN). The period of the Grant Award Agreement is March 14, 2019 through October 31, 2020.

The Board is further requested to approve the AAO No. 58 to transfer appropriation within the Department of Recreation and Parks for \$50,000.00 from Special funds unallocated appropriation Service 648: Community Recreation Centers to Service 653: Park Programs.

#### **AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - From: 6000-600019-4803-676700-607004 (Service 648)  
Community Recreation Centers

To: 6000-600018-4731-676700-607004 (Service 653)  
Park Program

The appropriation will be placed in detailed fund no. 609919.

#### **BACKGROUND/EXPLANATION:**

The CCCN will work with City leaders to confront pressing child development issues related to increasingly indoor lifestyles. These include higher rates of emotional and physical health challenges. The Initiative has an implementation plan with specific strategies that will address disparities regarding access to nature, particularly those that run along economic and racial lines.



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

BBMR - cont'd

For greatest impact, it is crucial that City leaders hold equitable access to nature for all their residents as the first and foremost tenet of their efforts.

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

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Department of Law - MWBOO Recommended Penalty - Non-Compliance  
AM Liner East Sanitary Sewers in the Herring  
Run Sewer Shed

---

#### **ACTION REQUESTED BY THE B/E:**

The Board is requested to approve the MWBOO Recommended Penalty for AM-Liner East, Inc. pursuant to Article 5 §28-122 of the Baltimore City Code for failure to comply with the sub-goals established for SC 908.

#### **AMOUNT OF MONEY AND SOURCE:**

\$40,425.80 - Retainage Funds for SC 908

#### **BACKGROUND/EXPLANATION:**

On April 2, 2013, the Minority and Women's Business Opportunity Office (MWBOO) set the following goals for the Department of Public Works (DPW) Sanitary Sewers in the Herring Park Sewer Shed Project - SC 908: MBE: 16% WBE 6% with 11% African American (AA) and 5% Hispanic American (HA) sub-goals.

In accordance with Article 5, Subtitle 28 of the Baltimore City Code, on November 6, 2013, AM-Liner East, Inc. was found compliant by MWBOO for submitting a bid package meeting all required goals and sub-goals. At the time, AM-Liner East, Inc. was the 2<sup>nd</sup> lowest responsive bidder. The lowest responsive bidder, Anchor Construction Corp, did not meet the HA sub-goal, therefore, their bid was found non-complaint by MWBOO. For that reason, they were not awarded the contract.

Subsequently, on February 5, 2014, the Board of Estimates awarded the subject contract to Am-Liner East, Inc. At the time of the award, Am-Liner East committed to utilizing R.E. Harrington Plumbing & Heating Co., Inc. for 10.50% of the contract (\$1,207,139.38) and CCTV Masters, LLC for 0.50% of the contract (\$57,482.83) in order to satisfy the stipulated AA sub-

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

#### Department of Law - cont'd

goal requirement. At completion of the contract, R.E. Harrington Plumbing & Heating Co., Inc. was only utilized for 3.41% (\$367,632.90) of the contract and CCTV Masters, LLC was never utilized.

On February 13, 2019, MWBOO found that AM-Liner East, Inc. failed to meet the AA sub-goal. A review of contract records noted that both R.E. Harrington Plumbing and AM-Liner East identified conflicts during the contract which resulted in R.E. Harrington Plumbing requesting removal from the contract.

AM-Liner East, Inc. made no formal attempt to substitute either of the AA subcontractors as required in Article 5, Subtitle 28 of the Baltimore City Code.

An investigation was conducted which confirmed that AM-Liner East failed to utilize the AA MBEs.

As a result of the aforementioned finding of non-compliance, the Chief of MWBOO declined to approve the final Release of Retainage.

On April 18, 2019, in accordance with Article 5, subtitle 28 of the Baltimore City, MWBOO formally notified AM-Liner East of non-compliance. On May 10, 2019, in an attempt to resolve the issue of non-compliance through conciliation, MWBOO held a meeting with Mr. Sean Merryman of AM-Liner East, Inc. and Mr. Michael Mullen of the Baltimore City Law Department. At the meeting, we discussed the issue of non-compliance and possible resolutions were discussed. The initial MWBOO recommendation was to add the AA shortage to an existing Baltimore City Contract. Unfortunately, Mr. Merryman stated that AM-Liner East, Inc. is not currently in a position to do so. MWBOO then recommended that AM-Liner, East, Inc. discuss the findings and recommend a solution to the issue at next meeting. A follow up meeting was scheduled for May 17, 2019.

Department of Law - cont'd

On May 16, 2019, AM-Liner East's Counsel contacted MWBOO via email, stating *"AM-Liner has not yet had a chance to complete its investigation of the allegations made at our meeting last week. Consequently, we think it would be more productive if the parties agree to postpone this meeting for a few days to allow us to be in a position to provide a meaningful response."* To date, the follow-up meeting has not occurred, and AM-Liner has not presented any recommendations to resolve the matter of non-compliance.

The MWBOO recommendation of the penalty was submitted to the Director of DPW, Mr. Rudy Chow, and was affirmed. AM-Liner East was formally notified of the recommended penalty on July 24, 2019.

**RATIONALE FOR RECOMMENDATION**

At this time, MWBOO has found that AM-Liner East, Inc. has failed to comply with the provisions of the Baltimore City Code. and recommends the following penalty to the Board of Estimates:

**1. Withholding of \$40,425.80 from Final Release of Retainage.**

- a. Rationale: AM-Liner East, Inc. was the second lowest bidder. The first lowest bidder, Anchor Construction Corp. was found non-responsive because the bid did not achieve the 5% HA sub-goal. The recommended withholding is the difference between the lowest bid and the awarded second lowest bid. The City ultimately rejected a lower bid based on non-compliance with sub-goals while the awarded bidder elected to disregard the sub-goals during the contract. This resulted in a potential loss of \$40,425.80 to the City.

*(Note: The actual final cost of the contract was \$10,775,980.75 which is a difference of \$720,584.80. Based on the nature of the work on the contract, it is understood that the lowest bidder would have also realized a similar cost difference from the original bid.)*

Department of Law - cont'd

Please be advised that this is merely a recommended penalty, and that the Board of Estimates may impose any or all of the following penalties per Article 5, subtitle 28-122 of the Baltimore City Code:

1. Suspension of contract (not applicable as the contract has completed);
2. Withholding of funds;
3. Rescission of contract based on material breach (not applicable)
4. Refusal to accept bid (not applicable)
5. Disqualification of a bidder, contractor, or other business from eligibility from providing goods or services to the City for a period not to exceed 2 years; and
6. Payment of liquidated damages

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA****BOARD OF ESTIMATES****08/28/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Police Department - cont'd</u>			
1. Michael Harrison	International Association of Chiefs of Police Annual Fall Conference Chicago, IL Oct. 24, - 28, 2019 (Reg. Fee \$0.00)	Asset Forfeiture Funds	\$1,867.09

The subsistence rate for this location is \$299.00 per night. The cost of the hotel is \$299.00 per night, plus total hotel taxes of \$52.03 per night. The Department is requesting additional subsistence of \$160.00 for meals and incidentals. The airfare cost of \$242.97 and hotel cost of \$1,196.00 were prepaid on a City-issued procurement card assigned to Mr. Harrison. Therefore, Mr. Harrison will be disbursed \$220.00.

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

2. Christopher Jones	Delaware State	Asset	\$3,730.44
Mark Walrath	Police Homicide	Forfeiture	
Daniel Santos	Conference	Funds	
	Dover, DE		
	Oct. 14, - 18, 2019		
	(Reg. Fee \$575.00 ea.)		

The subsistence rate for this location is \$150.00 per night. The cost of the hotel is \$89.00 per night, plus hotel taxes of

**AGENDA****BOARD OF ESTIMATES****08/28/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	--------------------	---------------

Baltimore City Police Department - cont'd

\$17.12 per night. The hotel cost and registration fee of \$575.00 for each attendee was prepaid on a City-issued procurement card assigned to Mr. Tribhuvan Thacker. The attendees will be travelling by departmental vehicle. Therefore the each attendee will be disbursed \$244.00.

Office of the Inspector General

3. Reginald Cohen	Association of Fraud Examiners Washington, DC Sept. 16 - 19, 2019 (Reg. Fee \$2,128.00)	General Fund	\$2,305.24
-------------------	---	--------------	------------

Mr. Cohen will be travelling by personal vehicle and is only requesting mileage. The registration fee of \$2,128.00 was prepaid on a City-issued procurement card assigned to Yvonne Brooks. Therefore, Mr. Cohen will be disbursed \$177.24.

4. Jennifer Caffrey	Association of Fraud Examiners Washington, DC Sept. 16 - 19, 2019 (Reg. Fee \$2,128.00)	General Fund	\$2,305.24
---------------------	---	--------------	------------

Ms. Caffrey will be travelling by personal vehicle and is only requesting mileage. The registration fee of \$2,128.00 was prepaid on a City-issued procurement card assigned to Yvonne Brooks. Therefore, Ms. Caffrey will be disbursed \$177.24.

**AGENDA****BOARD OF ESTIMATES****08/28/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Planning</u>			
5. Anne Draddy	National Assoc. of City Transportation Officials Annual Conference Toronto, CA Sept. 5 - 11, 2019 (Reg. Fee \$0.00)	Non-City Fund	\$0.00

Ms. Draddy will travel at her own expense from September 5 - 8, 2019. Beginning September 9 - 11, 2019 she will attend the conference. The Urban Sustainability Directors Network will pay the cost of registration and four nights of hotel accommodations during the conference. City funds will not be expended.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence.

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

Office of the State's Attorney for Baltimore City**RETROACTIVE TRAVEL APPROVAL**

6. Michelle Lee	National Center for Victims of Crime, National Training Institute Orlando, FL Sept. 4 - 7, 2018 (Reg. Fee \$625.00)	Asset Forfeiture Fund	\$1,563.58
-----------------	---	-----------------------------	------------



**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	--------------------	---------------

Office of the State's Attorney for Baltimore City - cont'd

On September 4 - 7, 2018, Ms. Lee traveled to Orlando, Florida to attend the Annual National Training Institute. The allowed

**RETROACTIVE TRAVEL APPROVAL**

subsistence rate for this location is \$188.00 per day. The hotel rate was \$129.00 per night. The hotel taxes were \$16.125 per night and resort fee of \$25.00 per night. The registration fee of \$625.00, airfare cost of \$337.96, and hotel cost of \$387.00, and hotel taxes of \$123.38 were prepaid using a City-issued credit card assigned to Ms. Timi Roberts. Therefore, the reimbursement to Ms. Lee is \$90.24.

This request is late because of an attempt to locate lower airfare. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

**TRAVEL REIMBURSEMENT**

\$90.24 - Meals

**RETROACTIVE TRAVEL APPROVAL**

7. Carolyn Hutchings	National Center for Victims of Crime, National Training Institute Orlando, FL Sept. 4 - 7, 2018 (Reg. Fee \$625.00)	Asset Forfeiture Fund	\$1,538.02
----------------------	---	-----------------------------	------------

On September 4 - 7, 2018, Ms. Hutchings traveled to Orlando, Florida to attend the Annual National Training Institute. The

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	------------------------	---------------

Office of the State's Attorney for Baltimore City - cont'd

**RETROACTIVE TRAVEL APPROVAL**

allowed subsistence rate for this location is \$188.00 per day. The hotel rate was \$129.00 per night. The hotel taxes were \$16.125 per night and resort fee of \$25.00 per night. The registration fee of \$625.00, airfare cost of \$337.96, and hotel cost of \$387.00, and hotel taxes of \$123.38 were prepaid using a City-issued credit card assigned to Ms. Timi Roberts. Therefore, the reimbursement to Ms. Hutchings is \$104.68.

This request is late because of an attempt to locate lower airfare. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

**TRAVEL REIMBURSEMENT**

\$104.68 - Meals

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the State's Attorney for Baltimore City</u>			
8. Michelle Lambert	Forensic Evidence Training Phoenix, AZ Dec. 10 - 14, 2017 (Reg. Fee \$625.00)	Asset Forfeiture Funds	\$1,801.26

Ms. Lambert traveled to Phoenix, Arizona to attend Forensic Evidence Training from December 10 - 14, 2017.

The subsistence rate for this location was \$183.00 per night. The cost of the hotel was \$124.00 per night, plus hotel taxes of \$15.58 per night.

The airfare in the amount of \$425.96, the hotel costs, and hotel taxes were prepaid by a City-issued credit card assigned to Ms. Robin Haskins.

The registration fee in the amount of \$625.00 was prepaid by a City issued credit card assigned to Ms. Timi Roberts. Ms. Lambert personally incurred the cost of meals and incidentals. Therefore, the disbursement to Ms. Lambert is \$191.95.

**TRAVEL REIMBURSEMENT**

\$191.95 - Meals and incidentals

This request is late because of an oversight during the administrative review process.

**AGENDA**

**BOARD OF ESTIMATES**

**08/28/2019**

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the State's Attorney for Baltimore City</u>			
9. Valerie Brice	2018 National Training Institute Orlando, FL Sept. 4 - 7, 2018 (Reg. Fee \$625.00)	Asset Forfeiture Funds	\$1,511.43

Ms. Brice traveled to Orlando, Florida to attend the 2018 National Training Institute from September 4 - 7, 2018.

The subsistence rate for this location was \$188.00 per night. The cost of the hotel was \$129.00 per night, plus hotel taxes of \$16.125 per night, and a resort fee of \$25.00 per night.

The airfare in the amount of \$297.96, the hotel costs, the hotel taxes, resort fees, and the registration fee in the amount of \$625.00 was prepaid by a City-issued credit card assigned to Ms. Timi Roberts. Ms. Brice personally incurred the cost of meals and incidentals. Therefore, the reimbursement to Ms. Brice is \$78.09.

**TRAVEL REIMBURSEMENT**

\$78.09 - Meals and incidentals

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

## AGENDA

### BOARD OF ESTIMATES

08/28/2019

Visit Baltimore - Certify and Approve Petitions of  
Baltimore Tourism Improvement District

#### **ACTION REQUESTED OF B/E:**

The Board is requested to certify and approve the signed petitions from assessed business owners for the formation of the Baltimore Tourism Improvement District as outlined in Council Bill 18-0293 §20-15.

#### **AMOUNT OF MONEY AND SOURCE:**

No City funds are involved in this transaction.

#### **BACKGROUND/EXPLANATION:**

Council Bill 18-0293, a bill sponsored by the administration, was introduced in October 2018 for the purpose of establishing the Baltimore Tourism Improvement District. Tourism Improvement Districts are authorized to support marketing, sales and other promotional programs and activities to increase tourism and specifically benefit assessed businesses.

On May 6, 2019 Council Bill 18-0293 was signed into law by Mayor Bernard C. "Jack" Young. In accordance to §20-15 of 18-0293, the District is established following a petition process which includes 54% of all assessed Business Owners or their duly authorized representatives to be returned to the Board of Estimates.

The Board of Estimates will certify that the District is approved for formation and the association is approved as the District's Association if it determines that 54% of all assessed business have submitted petitions in favor of the formation of the district and 54% of the total room count of all assessed businesses within the district have submitted petitions in favor of the formation of the District.

## AGENDA

BOARD OF ESTIMATES

08/28/2019

### Visit Baltimore - cont'd

The petition collection began on Tuesday, May 14th with an invitation to area Hotel General Managers and Business Owners. A list of the assessed businesses was received from the Bureau of the Budget and Management Research on August 13, 2019 and it was determined that signed petitions had been collected from 37 of the 65 (56.9%) of the assessed businesses and 8,427 of the 10,959 (77.7%) of total available rooms of the businesses within the District boundaries which exceeded the required 54% for both assessed businesses and of the total rooms. Petition signatures and a list totaling of assessed businesses has been submitted.

### MBE/WBE PARTICIPATION:

N/A

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED