

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- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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

10/02/2019

#### 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 OCTOBER 9, 2019.

BOARD OF ESTIMATES' RECESS  
OCTOBER 9, 2019

THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON OCTOBER 9, 2019. THE BOARD OF ESTIMATES WILL RECONVENE ON OCTOBER 16, 2019.

3. THE BOARD OF ESTIMATES' SUBMISSION DEADLINE FOR THE OCTOBER 16, 2019 BOARD OF ESTIMATES' AGENDA IS THURSDAY, OCTOBER 3, 2019 BY 11:00 A.M.

## **BOARD OF ESTIMATES' AGENDA - OCTOBER 2, 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:

Access Demolition Contracting, Inc.	\$ 1,500,000.00
Case Foundation Company	\$357,390,000.00
East Coast Concrete Specialties, Inc.	\$ 8,000,000.00
Gable Signs & Graphics, Inc.	\$ 8,000,000.00
Genesis Corporation	\$ 1,500,000.00
Leading Technology Solutions, Inc.	\$ 8,000,000.00

#### 2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

A Squared Plus Engineering Support Group, LLC	Engineer
ARM EnerTech Associates, LLC	Engineer
Hardesty & Hanover, LLC	Engineer
Koffel Associates, Inc.	Engineer
Old Line Architects, LLC	Architect

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 15 to Mahan Rykiel Associates, Inc. under Project No. 1233, On-Call Design Services. The period of the Task Assignment is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$50,529.24 - 9938-911127-9474-900000-703032

**BACKGROUND/EXPLANATION:**

The task will include design services for the Lillian Jones Recreation Center Master Plan.

**MBE/WBE PARTICIPATION:**

The Consultant has achieved the following percentages: 7.21% MBE and 12.77% WBE

**THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 11, 2019.**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
<b>\$60,000.00</b>	9938-910127-9475	9938-911127-9474
3 <sup>rd</sup> Parks & Public	Park Building	Park Building
Facilities	Renovations	Renovations
	(Reserve)	(Active)

This transfer will provide funds to cover the cost associated with design services under On-Call Contract No. 1233, Task 15 to Mahan Rykiel Associates, Inc.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

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 Healthy Neighborhoods, Inc., Donor, and ZeroDraft Maryland LLC, Contractor. The Donation Agreement is effective upon Board approval through Final Acceptance of the Project by the City, unless earlier terminated pursuant to the terms hereof.

**AMOUNT OF MONEY AND SOURCE:**

\$31,802.00 - No City funds will be involved

**BACKGROUND/EXPLANATION:**

The Donor wishes to make a donation of improvements to the Department to include the updated lighting at City-owned German Park.

The Department approves of the Contractor, hired by the Donor to perform the work. The Donor will make payments directly to the Contractor for the full amount of the Project cost whether it be more or less than the estimated cost indicated above. The Department acknowledges and gratefully accepts this donation and has neither participated in funding the project nor in selecting the Contractor. 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.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

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

<u>Prior Owner</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payment of Settlement</u>			
1. Robert Daye, Jr.	1040 N. Stockton Street	L/H	\$20,240.00

Funds will be drawn from account no. 9910-905640-9588-900000-704040, State funds.

On April 29, 2019, the City filed a condemnation action to acquire the Leasehold interest in the real property located at 1040 N. Stockton Street. The Board previously approved \$44,760.00 to acquire the Leasehold interest in the subject property based upon the highest of two independent appraisals. The Defendant filed an Answer contesting the fair market value of the property and provided an appraisal report with a value of \$87,200.00. The parties participated in the Mediation process and settled on a fair market value of \$65,000.00. Therefore, the Board is requested to approve an additional \$20,240.00 (\$65,000.00 less the previous approval amount of \$44,760.00) to settle this case.

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### Mayor's Office of Criminal Justice - Grant Agreements

The Board is requested to approve and authorize execution of the Grant Agreements. The period of the agreement is effective for one year upon Board approval through the first anniversary of the effective date.

- |    |  |                     |
|----|--|---------------------|
| 1. | <b>THE SALVATION ARMY, INC.</b>            | <b>\$ 50,000.00</b> |
| 2. | <b>MARYLAND VOLUNTEER LAWYERS, SERVICE</b> | <b>\$ 17,072.00</b> |

Account: 1001-000000-2254-786000-603051

The Baltimore City Human Trafficking Grant Program was created to provide funding to victim service organizations for victims of human trafficking in Baltimore City. Funding under this program will support trauma informed comprehensive services for all victims of human trafficking - sex trafficking and labor trafficking, foreign national/U.S. citizen/legal permanent resident, adult/minor, male/female and LGBTQ victims of trafficking.

The funds will also support the efforts to increase the capacity of local communities to respond to human trafficking victims through the development of interagency partnerships, professional training and public awareness activities.

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

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**AGENDA****BOARD OF ESTIMATES****10/02/2019**Department of Real Estate - Tax Sale Certificates**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate in an amount that is less than the lien amount for the property listed below:

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1417 N. Chester St.	\$5,000.00	\$1,425.93	\$ 6,806.36	\$5,000.00
2619 Hollins Ferry Road	\$6,700.00	\$1,949.77	\$22,391.86	\$6,700.00
1426 Ramsay St.	\$6,333.00	\$1,965.13	\$21,287.49	\$6,333.00
1523 Ramsay St.	\$7,000.00	\$5,863.46	\$11,790.00	<u>\$7,000.00</u>
			<b>TOTAL</b>	<b>\$25,033.00</b>

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates on May 14, 2018. Baltimore Properties II, has offered to purchase the Tax Sale Certificate for the assessed value in the total amount of \$25,033.00, file a petition to foreclose, acquire title to the properties and return them to productive use. The purchase price total of \$25,033.00 will cover the flat taxes and water bills on the properties.

## AGENDA

BOARD OF ESTIMATES

10/02/2019

Space Utilization Committee - Transfer of Jurisdiction

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

The Board is requested to approve the transfer of jurisdiction for the property known as the H.L. Mencken House, 1524 Hollins Street (Block 213, Lot 22) from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services.

### **BACKGROUND/EXPLANATION:**

The Department of General Services will maintain the property as a public building and museum in partnership with the current tenant, the Baltimore National Heritage Area. The Department of General Services has in-house historic preservation staff with the knowledge and experience necessary to steward this building -- a National Historic Landmark -- to historic preservation standards. Therefore, the Department of General Services and the Department of Housing and Community Development agree that the Department of General Services is the appropriate agency to have jurisdiction of the property.

The Space Utilization Committee approved this transfer of jurisdiction on September 10, 2019.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Space Utilization Committee - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Lease Agreement with Futurecare Homewood Properties, LLC, Landlord and the Mayor and City Council of Baltimore on behalf of the Department of Housing and Community Development's Weatherization Program, Tenant, for the rental of a portion of the property known as 2700 N. Charles Street, being on the 2<sup>nd</sup> floor, consisting of approximate 8,472 square feet and known as Suite 201 along with 10 parking space at 2614-2628 N. Charles Street. The period of the agreement was July 1, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
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\$125,220.39	\$10,435.03
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Account Number: 5000-594415-5971-439503-603013

**BACKGROUND/EXPLANATION:**

The leased premises will be used for the office of the Department of Housing and Development's Weatherization Program. The Landlord will be responsible for structural maintenance, maintenance and repairs, utilities, security, fire insurance, real estate taxes and snow removal. The Tenant will provide to the leased premises, janitorial services, liability insurance under the City's self-insured program and contribute \$333.33 per month towards security costs.

The Space Utilization Committee approved this Lease Agreement on July 16, 2019.

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

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

EXTRA WORK ORDER

\* \* \* \* \*

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

10 - 11

The Extra Work Order has been reviewed  
and approved by the Department of Audits,  
CORC, and MWBOO unless otherwise indicated.  
In connection with the Transfer of Funds,  
pursuant to Charter provision, a report has  
been requested from the Planning  
Commission, the Director of Finance  
having reported favorably thereon.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**EXTRA WORK ORDER**

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

Department of Recreation and Parks

1. EWO #001, \$17,304.65 - RP17822, Renovations to Bocek Park Field House				
\$723,549.00	-	Bob Andrews Construction, Inc.	30 days	23%

This authorization provides for a 30-day non-compensable time extension.

The time will be used to complete the modification required to change from 400 amp 3 phase service to a 600 amp 1 phase service and all appurtenances required to complete the work.

Due to the modified electric service, available power source revisions were required to the electric design. Costs were reviewed and found to be acceptable for this work. This change order was requested by the Department. This item is within the original scope of the advertised contract. The Notice to Proceed was effective April 15, 2019 with a completion date of October 11, 2019. The request will extend the contract to November 10, 2019. There were no previous time extensions.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 19%

**WBE:** 6%

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 30, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**EXTRA WORK ORDER**

Department of Recreation and Parks - cont'd

**2. TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<b>\$50,000.00</b>	9938-911079-9475	9938-912079-9474
3 <sup>rd</sup> Parks &	Bocek Park Athletic	Bocek Park Athletic
Public	Center (Reserve)	Center (Active)
Facilities		

This transfer will provide funds to cover the cost associated with authorized change orders for RP17822, Renovations to Bocek Park Field House.

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### Employees' Retirement System - Third Amendment to Hosting Services Agreement

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

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve the Third Amendment to the July 25, 2012 Hosting Services Agreement (Third Amendment) between the ERS Board and Pension Technology Group, Inc., ("PTG").

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

\$200,000.00 - implementation fee - ERS (70%) and RSP (30%)  
\$ 25,000.00 - annual maintenance fee

No General Fund monies are involved in this traction.

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

The purpose of the Third Amendment is to retain PTG to perform additional new IT services in connection with the creation of a database to house and track all member participants in the Hybrid and Non-Hybrid Retirement Savings Plan (RSP) and ERS plan. In 2012, the ERS Board published an RFP for installation and maintenance of a benefits administration system. PTG was one of five respondents and was ultimately selected. The ERS Board and RSP Board has been very satisfied with PTG's performance without dependence on outside record keepers.

Pursuant to the Resolution of the Board of Estimates relating to Non-Competitive Procurements approved March 20, 2019 with an effective date of July 1, 2019 and the Guidance on this resolution approved July 10, 2019, the Agency requests non-competitive procurement of the IT services from PTG as explained below. This procurement meets the conditions that there will be no advantage in seeking competitive response.

## AGENDA

BOARD OF ESTIMATES

10/02/2019

Employees' Retirement System - cont'd

### **STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

As a result of the present services provided by PTG to ERS, it is uniquely positioned to use its knowledge and experience gained from working with the City in general. The ERS desires to create a new database to house all member participants in its Hybrid and Non-Hybrid RSP plan and ERS plan to eliminate outside record keepers and be cost efficient.

Its knowledge of ERS and other City systems uniquely qualifies PTG it to assist the ERS. It is the ERS' position that contracting with PTG as a selected source is advisable, prudent as there will be no advantage in seeking competitive responses as PTG is the only consultant known to ERS to have satisfactorily demonstrated its expertise in maintaining, modernizing, and keeping current the Retirement System's IT network and the Contractor wishes to continue to provide services on behalf of the Board.

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

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

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



## AGENDA

BOARD OF ESTIMATES

10/02/2019

### Employees' Retirement System - Trust Agreement

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

The Board is requested by the Board of Trustees of the Employees' Retirement System, to approve a Trust Agreement for its investment in the State Street Global Advisors Trust Company.

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

\$50,000,000.00 - approximately of ERS Funds  
\$ 45,000.00 - average annual management fee (0.90%)

No General Fund monies are involved in this transaction

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

The ERS Board with the assistance of its investment consultant, conducted a nationwide search for an Emerging Markets Small Cap Manager for investing a portion of ERS assets. The search and selection process was conducted with the recommendation of the ERS investment consultant, Marquette, the State Street Emerging Markets Small Cap Active Non-Lending QIB Strategy Fund was selected.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 16, 2019.**

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### 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 one year from the actual physical entry onto the property.

#### GRANTOR

1. **VICKI JONES GRAHAM** \$ 0.00

The Department of Transportation wishes to enter the property known as Ward 27, Section 56, Block 5138A, Lot 777, 1013 Dartmouth Glen Way.

2. **CHARMAINE A. QUASHIE** \$ 0.00

The Department of Transportation wishes to enter the property known as Ward 27, Section 56, Block 5138A, Lot 781, 1021 Dartmouth Glen Way.

3. **SHIH-CHING CHOU** \$ 0.00

The Department of Transportation wishes to enter the property known as Ward 27, Section 56, Block 5138A, Lot 800, 1022 Dartmouth Glen Way.

These agreements will allow the City's contractor access to perform subsurface investigations to include soil test borings on the property owned by the Grantor. 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 right-of entry is granted at no cost to the City.

#### 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

10/02/2019

#### Department of Transportation - Traffic Mitigation Agreements

The Board is requested to approve and authorize execution of the below listed Traffic Mitigation Agreements. The period of the Traffic Mitigation Agreement is effective upon Board approval until termination is deemed in writing by the Department of Transportation.

Pursuant to Baltimore City Ordinance 11-529, approved on May 9, 2012, the Department of Transportation, determined that a Traffic Mitigation Fee was required for the Development.

1. **FOUR TEN LOFTS, LLC** **\$15,078.26**

Account: 9950-906082-9512-000000-490375

The Developer proposes to perform the scope of work located at 22 Light Street, constructing 40 residential units and 5,868 sq. ft. of retail and commercial space. The total development is 61,516 sq. ft.

Under the terms of this Traffic Mitigation Agreement, the Developer agrees to make a one-time contribution in the amount of \$15,078.26 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

2. **STADIUM SQUARE II, LLC** **\$46,042.50**

Account: 9950-909084-9512-000000-490375

The Developer proposes to perform the scope of work for Stadium Square II, LLC located at 150/160 West Ostend Street, constructing a general office building with 57,242 sq. ft. and retail with 10,728 sq. ft.

Under the terms of this Traffic Mitigation Agreement, the Developer agrees to make a one-time contribution in the amount of \$46,042.50 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Transportation - cont'd

3. **PREMIER A-2 FEDERAL HILL** **\$ 6,450.00**  
**MD, LLC**

Account: 9950-903085-9512-000000-490375

The Developer proposes to perform the scope of work for extra space storage located at 1900 S. Charles Street constructing a self-storage facility with up to 800 units totaling 108,480 sq. ft. and 900 sq. ft. of office space for a total of 109,380 sq. ft.

Under the terms of this Traffic Mitigation Agreement, the Developer agrees to make a one-time contribution in the amount of \$6,450.00 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

4. **HMCHARMCITY, LLC** **\$41,627.20**

Account: 9950-916082-9512-000000-490375

The Developer proposes to perform the scope of work for Latrobe Building located at 2 E. Read Street constructing a 53,100 sq. ft. of hotel space with 116 hotel rooms and 4,380 sq. ft. of restaurant space with a total of 57,480 sq. ft.

Under the terms of this Traffic Mitigation Agreement, the Developer agrees to make a one-time contribution in the amount of \$41,627.20 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

#### Department of Transportation - Memorandum of Understanding

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Friends of Garrett Park, Inc. The period of the MOU is effective upon Board approval for two years, renewable for an additional two years, unless terminated earlier in accordance with the MOU.

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

N/A

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

The organization has submitted plans and a valid petition for the installation of right-of-way art at specific locations on East Patapsco Avenue at the corners of 2<sup>nd</sup> Street and 3<sup>rd</sup> Street.

The MOU establishes the framework of the organization to install right-of-way art at its sole cost and subsequently for the organization to perform ongoing maintenance of all aspects of the project during the period of the MOU. The horizontal art will be owned solely by the City and nothing in this MOU will confer upon the organization any right, title, or interest in the horizontal art other than as expressly provided in the MOU.

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

#### Department of Transportation - Memorandum of Understanding

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Maryland General Hospital D.B.A. University of Maryland Medical Center (UMMC) Midtown Campus. The period of the MOU is effective upon Board approval for 10 years, renewable for an additional 10 years unless terminated earlier in accordance with the MOU.

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

N/A

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

The MOU will establish a framework for the owner to maintain hardscaping in the right-of-way for the UMMC Midtown Campus Outpatient Center. This will allow for one non-standard light, bollards, and brick pavers in the sidewalk at 800 Linden Avenue, all at the owners sole cost and subsequently for the owner to perform ongoing maintenance of all aspects of the Project during the period.

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

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

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

## **AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Transportation (DOT) - Amendment No. 1 to Internship Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 1 to Internship Agreement (Amendment No. 1) with Morgan State University. Amendment No. 1 will extend the period of the agreement through August 31, 2020.

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

\$75,600.00 - 1001-000000-2301-248800-603026

### **BACKGROUND/EXPLANATION:**

On July 25, 2018 the Board approved \$75,600.00 for an Internship Agreement with Morgan State University to assign three student (interns) to the DOT in the undergraduate and graduate programs in the School of Engineering including the Department of Transportation and Urban Infrastructure Studies.

The students were provided the opportunity to engage in meaningful and productive work experiences, giving them an opportunity to investigate the possibility of full-time employment upon completion of their work at the Baltimore City Department of Transportation.

Amendment No. 1 will allow students to continue to enhance their learning and working opportunities.

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

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

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

## AGENDA

BOARD OF ESTIMATES

10/02/2019

Department of Transportation/ - Task Assignment  
DOT Planning

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

The Board is requested to approve the assignment of Task No. 011 to WSP USA (formerly Parsons Brinckerhoff, Inc.), under Project No. 1208, On-Call Transportation Planning/Policy/Feasibility Studies. The period of the Task Assignment is approximately one year.

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

\$495,433.40 - 9950-905182-9527-900000-703032

### **BACKGROUND/EXPLANATION:**

This authorization provides for support for the Baltimore City Department of Transportation Bicycle Program. The scope of work will include, but not be limited to technical support and quality assurance/quality control, monthly coordination meetings, bicycle and pedestrian facility planning support services, public outreach/engagement, construction management support and grant support services.

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

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 23% MBE and 10% WBE goals assigned to the original agreement.

The Consultant has achieved 17% of the MBE goals and exceeded the required 10% WBE goals with an achievement of 14.00% at this time. However, they have the capacity to meet the remaining MBE goal.

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 28, 2019.**



**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Transportation/ - cont'd  
DOT Planning

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
<b>\$500,000.00</b>	9950-912138-9509	9950-905182-9527
GF (HUR)	Constr. Res.	Bicycle Network
	Bike Program	Proj.
	Mgmt. Support	

This transfer will fund the costs associated with Task No. 011 on Project 1208, On-Call Transportation Planning/Policy/Feasibility Studies with WSP USA (formerly Parsons Brinckerhoff, Inc.)

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Department of Transportation/ - Task Assignment  
DOT Planning

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

The Board is requested to approve the assignment of Task No. 012 to WSP USA (formerly Parsons Brinckerhoff, Inc.), under Project No. 1208, On-Call Transportation Planning/Policy/Feasibility Studies. The period of the Task Assignment is approximately 12 months.

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

\$89,989.45 - 9950-911038-9508-900020-703032

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

This authorization provides for evaluation and design services to complete 100% design plans for the construction of an on-street separated bicycle facility on Bush Street from Washington Boulevard to Russell Street. The facility will provide a two-way protected connection between off-street portions of the Gwynns Falls Trail and the Middle Branch Trail.

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

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 23% MBE and 10% WBE goals assigned to the original agreement.

Although the Consultant has not met the MBE goal of 23%, it achieved 8% MBE and there remains enough capacity to meet the goal. The Consultant has achieved 24% WBE.

**THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 12, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Transportation/ - cont'd  
DOT Planning

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$ 50,000.00	9950-910095-9509	
Casino Area	Constr. Res.	
Local Impact	South Baltimore	
Aid	Gateway	
48,988.40	9950-921019-9509	
<u>GF (HUR)</u>	Constr. Res.	
	Bike Master Plan	
<b>\$ 98,988.40</b>	-----	9950-911038-9508
		South Baltimore
		Gateway

This transfer will fund the costs associated with Task No. 012 on Project 1208, On-Call Transportation Planning/Policy/Feasibility Studies with WSP USA (formerly Parsons Brinckerhoff, Inc.)

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

## **AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Transportation/ - Task Assignment  
DOT Planning

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

The Board is requested to approve the assignment of Task No. 026 to A. Morton Thomas & Associates, Inc., under Project No. 1217, On-Call Construction Project Management Services. The period of the Task Assignment is approximately 12 months.

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

\$268,378.86 - 9962-926020-9562-900000-705032

### **BACKGROUND/EXPLANATION:**

This authorization provides for a Consultant to properly staff the assigned projects and comply with Federal, State Highway Administration and Local (Baltimore City) Highway Administration standards. The Department will require the continuous services of the Construction Project Supervisor I position.

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

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

The Consultant has achieved 26% of the MBE goals and exceeded the 10% WBE goals with an achievement of 11.00% at this time. They have the capacity to meet the remaining required goals.

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 2, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### 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 Rummel, Klepper & Kahl, LLP, under Project No. 1217, On-Call Construction Project Management Services. Amendment No. 3 extends the period of the Agreement through March 31, 2023 for a total period of eight years, or until the upset limit is reached, whichever occurs first.

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

\$2,000,000.00 - Increase in upset limit

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

On April 1, 2015, the Board approved the original Agreement for three years in the amount of \$2,000,000.00 with Rummel, Klepper & Kahl, LLP. The Agreement provided for engineering design services in connection with projects included in the Capital Improvement Plan and other transportation infrastructure related projects.

On December 6, 2017, the Board approved Amendment No. 1 for a one-year time extension and an increase in the upset limit by \$1,000,000.00 to fully complete extra work and efficiently staff these projects to meet Federal Highway Administration, State Highway Administration, and Baltimore City standards and guidelines.

On February 6, 2019, the Board approved Amendment No. 2 for a two-year time extension and an increase in the upset limit by \$2,500,000.00 to complete extra work and continue staffing ongoing capital projects to meet Federal Highway Administration, State Highway Administration, and Baltimore City standards and guidelines.

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

#### Department of Transportation - cont'd

The Department is now requesting a two-year time extension and an increase in the upset limit by \$2,000,000.00 to continue staffing for ongoing capital projects to meet Federal Highway Administration, State Highway Administration, and Baltimore City standards and guidelines, under Amendment No. 3.

Amendment No. 3 to the Agreement will result in an upset limit of \$7,500,000.00 and a revised expiration date of March 31, 2023 for a contract period of eight years.

#### **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 established to the original agreement.

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 15, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

10/02/2019

#### Department of Transportation - Termination Agreement

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

The Board is requested to approve and authorize execution of the Termination Agreement between the Mayor and City Council of Baltimore (City), the Maryland Transportation Authority (MdTA), and CSX Transportation, Inc. (CSXT). The Termination Agreement was effective March 15, 2019.

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

N/A

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

The MdTA entered into the CSXT Facility Encroachment Agreement (No. CSX 840288), which allowed the MdTA to construct electric conduits as part of its Canton Viaduct Project, through the CSX Right-of-Way.

On June 6, 2018, the Board approved the CSX Facility Encroachment Agreement (No. CSX 836403), which would allow for the transfer and acceptance of the electric conduits from the MdTA to the City once that portion of the Canton Viaduct Project was complete.

As that portion of the Canton Viaduct Project is complete, the CSXT and the MdTA are now requesting to terminate the CSXT Agreement (No. CSX 840288) and for the City to accept the electric conduits into the conduit system under CSXT Agreement (No. CSX 836403). This Termination Agreement will conclude the transfer.

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

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

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

**AGENDA****BOARD OF ESTIMATES****10/02/2019**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. 1401 Fleet Street	1401 Fleet, LLC	Two single face electric signs @ 20.7 ea., one flat sign 20.5 sf., two bracket signs 8.16 ea.
Flat charge:	\$ 922.46	
2. 3000 O'Donnell Street	MB O'Donnell LLC	One awning 28' x 5'
Flat charge:	\$ 882.00	
3. 702 S. Lakewood Avenue	Suresh M. Sidh	Egress window 2.33' x 4.41
Annual charge:	\$ 43.15	
4. 1029 W. 36 <sup>th</sup> Street	Grata, LLC	One set of steps 32" x 36"
Flat charge:	\$ 210.90	
5. 1049 S. Charles Street	Bacchus Properties, LLC	One bracket sign 3'7" x 1'7"
Flat charge:	\$ 158.60	



**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

DOT - cont'd

6.	1718 S. Charles Street	Gary J. Katz	Egress window 2.33' x 4.41
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Annual charge: \$ 43.15

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

TRANSFERS OF FUNDS

\* \* \* \* \*

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

32 - 33

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****10/02/2019****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 Planning</u>		
1. <b>\$ 700,000.00</b> General Funds	9904-906081-9129 Hollins Market Upgrades (Reserve)	9904-902081-9127 Hollins Market Upgrades (Active)

This transfer will make funds available for upgrades to Hollins Market. Development at the market is now underway.

2. <b>\$1,000,000.00</b> General Funds	9904-914073-9129 Avenue Market Upgrades (Reserve)	9904-901073-9127 Avenue Market Upgrades (Active)
---	--	---

This transfer will make funds available for upgrades to Avenue Market.

3. <b>\$ 50,000.00</b> 2 <sup>nd</sup> Community and Economic Development Bonds	9904-9129-915039 SSB Flag House Renovation (Reserve)	9904-912139-9127 SSB Flag House Renovation (Active)
---	---	--

This transfer will make funds available to the Star Spangled Banner Flag House for exterior renovations, including masonry on the exterior of the building, the painting of shutter, shutters dogs, windows, doors, trim, metalwork, and roof repair.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Planning - cont'd

**TRANSFER OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
4.	<b>\$500,000.00</b>	9904-912083-9129	9904-903083-9127
	General Funds	Cross Street	Cross Street Market
		Market Upgrades	Upgrades
		(Reserves)	(Active)

This transfer will make funds available for upgrades to Cross Street Market.

Department of Public Works

5.	<b>\$1,004,400.00</b>	9956-933001-9549	9956-903554-9551-3
	Waste Water	(Constr Res-Waste	(Design)
	Utility Funds	Water Div)	

This transfer will cover litigation costs related to SC 961 Emergency Construction Services Environment @ PWWTP.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Audits - Audit Report

The Board is requested to **NOTE** receipt of the Audit Report for:

1. Baltimore Development Corporation Biennial Performance Audit Report Fiscal Years Ended June 30, 2018 and 2017.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Fire Department - Assistance to Firefighters Grant Award -  
Agreement

---

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award Agreement from FEMA for the assistance to Firefighters Grant- Agreement No. EMW-2018-FO-05681. The period of the Grant Award Agreement is September 3, 2019 through September 2, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$298,345.45 - 4000-436620-2142-229500-404001  
29,834.55 - 1001-000000-2142-229500-605007 City match (10%)  
**\$328,180.00**

**BACKGROUND/EXPLANATION:**

This grant will allow for Community Paramedic Training, Intraosseous Needles, PPE Washers/Dryers, and CPAP equipment.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Mayor's Office of Children - Grant Agreement  
and Family Success

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

The Board is requested to approve and authorize execution of a Grant Agreement between the Mayor and City Council of Baltimore City by and through the Mayor's Office of Children and Family Success (MOCFS) and Liberty Village Project and Strong City Baltimore, Inc. (collectively the Grantee). The period of the Grant Agreement is effective upon Board approval and will continue for five weeks, unless earlier terminated.

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

\$29,782.50 - 1001-000000-1220-146500-607004

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

The purpose of this agreement is to provide grant funding to the Grantee for positive youth engagement that will lead to sustainable employment for disconnected Baltimore City Youth ages 18 to 24 years old. Specifically, the funding will be used to equip, train, transport, supervise, and work with Baltimore City Youth in the Clean and Green Project whereby the youths will be cleaning and greening selected vacant lots located in Baltimore City. The MOCFS will lead the Clean and Green Project and collaborate upon expiration of the Grant Agreement, all obligations of the City to the Grantee will terminate with the Grantee as well as other City agencies.

#### **Specific elements of the Clean and green Project are as follows:**

- tailored orientation and training patterned after the existing pre-apprentice program;
- development of a participant contract that outlines a 35 hour per week schedule;
- providing the climate and orientation necessary for leadership and personal development;

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Mayor's Office of Children - cont'd  
and Family Success

- fostering greater emphasis on self-fulfillment, self-awareness, self-learning, and self-determination;
- providing resources to effect behavior changes; and
- providing participants with the opportunity to improve their own quality of life and simultaneously improve their community through the acquisition of jobs, knowledge, skills, resources and positive attitudes.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Mayor's Office of Children - Governmental/Charitable  
and Family Success                      Solicitation Application

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

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to benefit the Mayor's Office of Children and Family Success - Squeegee Alternative Plan 2019-2020 fiscal year. Donations will be solicited and will be received in the form of in-kind and monetary donations. Donations will be solicited by Ms. Tisha Edwards, Executive Director; Mr. Andrey Bundley, Director, African American Male Engagement; Mr. Richard Leandry, Program Manager of Youth Initiatives; and Mr. Darren Rogers, Assistant Program Manager of Youth Initiatives. The period of the Governmental/Charitable Solicitation is July 15, 2019 through June 30, 2020.

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

No general funds are involved in this transaction.

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

At the direction of Mayor Bernard C. "Jack" Young, the Mayor's Office of Children and Family Success has spent the past two months consulting with youth who engage in squeegeeing activities, youth advocates, business owners, and education and human service professionals to better understand why there is a growing and persistent population of youth panhandlers in Baltimore. The conversations have resulted in the creation of a comprehensive support model with the goal of disrupting environments that encourage panhandling or "squeegeeing".

The ultimate goal is to coordinate sustained programming that advances the educational and socioeconomic development of youth panhandlers ("squeegee" youth), strengthens families adversely impacted by poverty, and provides alternative pathways to personal growth. To achieve these goals, the plan emphasizes intensive case management, consistent youth engagement, and access to immediate financial resources. The path to eradicating squeegeeing cannot include criminalizing poverty; alternatively, educational outcomes must be improved; better coordination of human service resources, and deploy intervention responses that are grounded in empathy for all.

Mayor's Office of Children - cont'd  
and Family Success

A potential donor list will be comprised of individuals, corporate entities, churches, and foundations, that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled doors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as other potential donors.

Baltimore City Code, Article 8, §6-26 prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to benefit from the proposed solicitation must be endorsed by the Board of Estimates or its designee.

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement

- |  |                |                |
|--|----------------|----------------|
| 1. <u>ROCA BALTIMORE, LLC</u>  | <u>\$ 0.00</u> | <u>Renewal</u> |
| Contract No. 06000 - Parks - Roca Employees - Citywide - P.O. No.: P546684 |                |                |

On January 16, 2019, the Board approved the initial award in the amount of \$176,999.00. The award contained three 1-year renewal options. On May 29, 2019, the Board approved an amendment and increase in the amount of \$2,318,784.00. The Mayor's Office of Criminal Justice and Roca Baltimore, LLC collaborated to identify work crew opportunities to employ high risk individuals with transitional jobs. This first renewal in the amount of \$0.00 is for the period October 1, 2019 through September 30, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On November 1, 2018, MWBOO approved a waiver request because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON NOVEMBER 1, 2018.**

- |   |                     |                |
|---|---------------------|----------------|
| 2. <u>TOTAL ENVIRONMENTAL CONCEPTS, INC.</u>  | <u>\$150,000.00</u> | <u>Renewal</u> |
| Contract No. B50003609 - Parts and Maintenance for Fuel Dispensing Equipment - Department of General Services, Fleet Management - P.O. No.: P529506 |                     |                |

On November 19, 2014, the Board approved the initial award in the amount of \$300,000.00. The award contained two renewal options. The first renewal was approved on January 16, 2019. This final renewal in the amount of \$150,000.00 is for the period January 1, 2020 through December 31, 2021. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement

**MBE/WBE PARTICIPATION:**

On May 19, 2014, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 19, 2019.**

3. a. HIGHLANDER CONTRACTING  
COMPANY, LLC
- b. BLUESTAR TECHNOLOGIES,  
INC.

\$1,000,000.00

Renewal

Contract No. B50004145 - Fiber Optic Cable Installation, Maintenance and Repair Services - Mayor's Office of Information Technology, Departments of Transportation, Public Works, Baltimore City Police Department and others - P.O. Nos.: P532919 and P532927

On August 26, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$1,000,000.00 will allow the City agencies to continue to expand the fiber optic infrastructure into areas not currently covered. The period of the renewal is October 1, 2019 through September 30, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On June 10, 2015, MWBOO set goals of 17% MBE and 5% WBE. On March 28, 2019, Highlander Contracting Company, LLC was found in compliance. On April 15, 2019, Bluestar Technologies, Inc. was found in compliance.

# **AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

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

<b>VENDOR</b>	<b>AMOUNT OF AWARD</b>	<b>AWARD BASIS</b>
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Bureau of Procurement - cont'd

Highlander Contracting Company, LLC

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Machado Construction Company, Inc.	17%	\$73,629.88	17.59%
<b>WBE:</b> Cuddy & Associates, LLC.	5%	\$22,383.44	5.38%

### **MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 28, 2019**

Bluestar Technologies, Inc.

<b>MBE:</b> A-Connection, Inc.	17%	\$104,365.00	17.64%
<b>WBE:</b> The Allocated Formula Group, Inc.	4%	\$ 24,897.00	4.20%
K Supply, Inc.	<u>1%</u>	<u>0.00</u>	<u>0.00%</u>
	<b>5%</b>	<b>\$ 24,897.00</b>	<b>4.20%</b>

### **MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 15, 2019.**

4. a. CORE AND MAIN LP f/k/a  
HD SUPPLY WATERWORKS,  
LIMITED PARTNERSHIP
- b. FERGUSON ENTERPRISES,  
LLC t/a FERGUSON  
WATERWORKS

\$ 75,000.00	Renewal
--------------	---------

Contract No. B50004153 - Waterworks Repair Parts - Department of Public Works - P.O. Nos.: P532496 and P532429

On August 26, 2015, the Board approved the initial award in the amount of \$300,000.00. The award contained two renewal options. Subsequent actions have been approved. This final

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement - cont'd

renewal in the amount of \$75,000.00 is for the period September 1, 2019 through August 31, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On June 11, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JUNE 11, 2015.**

- |   |              |                         |
|---|--------------|-------------------------|
| 5. STRYKER SALES CORPORATION  | \$570,000.00 | Assignment and Increase |
| State of Maryland Contract Number 001B8400047 Defibrillators (AED) and Accessories (Contract Number 08000 - LifePak 15 Monitor/Defibrillator Maintenance) - Baltimore Fire Department - P.O. No.: P541476 |              |                         |

The Board is requested to approve and authorize execution of an Assignment Agreement with Physio-Control, Inc. The Stryker Sales Corporation. The contract expires on July 1, 2020 with two 1-year renewal options.

On October 18, 2017, the Board approved the initial award in the amount of \$300,000.00 to Physio-Control, Inc. Stryker Sales Corporation has acquired the rights, title and interest in Psysio-Control, Inc. and is requesting an assignment of Contract No. 08000 - LifePak 15 Defibrillator Maintenance. This increase in the amount of \$570,000.00 is to fund the remaining term of the contract,- and will make the total contract amount \$1,220,000.00.

**MBE/WBE PARTICIPATION:**

On October 5, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from the manufacturer.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement - cont'd

**MWBOO GRANTED A WAIVER ON OCTOBER 15, 2017.**

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

- |                             |                     |  |
|-----------------------------|---------------------|--|
| 6. <u>DSI, INCORPORATED</u> | <u>\$ 38,068.88</u> | <u>Selected Source</u><br>Contract No. B50005826 - Rotating Assemblies for Barnes Pumps<br>- Department of Public Works - Req. No. R775665 |
|-----------------------------|---------------------|--|

Vendors were solicited by posting on CitiBuy. On June 27, 2019 one bid was received and opened. Award is recommended to DSI Incorporated, the sole responsive, responsible bidder. This contract is for three rotating assemblies for Barnes wastewater pumps. This is a one-time procurement. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |                    |                     |   |
|--------------------|---------------------|---|
| 7. <u>PROMIUM,</u> | <u>\$ 99,164.00</u> | <u>Selected Source/</u><br><u>LLC</u> <u>Agreement</u><br>Contract No. 06000 - Element Laboratory Information System<br>(LIMS) Software Maintenance - Department of Public Works -<br>Water and Wastewater Works - Req. No. R810260 |
|--------------------|---------------------|---|

The Board is requested to approve and authorize execution of an Agreement with Promium, LLC. The period of the agreement is December 1, 2018 through November 30, 2021.

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

AGENDA

BOARD OF ESTIMATES

10/02/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

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

The existing Element Laboratory Information System was originally procured under competitively bid Contract No. B50002679. Promium, LLC is the current software vendor for the LIMS and sole provider of the associated software maintenance, including technical supports, software updates, and custom programming, needed to adequately maintain the functionality of the LIMS used to manage samples and data collection for the Water Filtration Plants and Wastewater Treatment Plants. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On August 15, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract. The software maintenance required is proprietary and only available from the Contractor.

**MWBOO GRANTED A WAIVER ON AUGUST 15, 2019.**

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

8. ARUNDEL SERVICES, INC.	\$100,000.00	Increase and
dba ACTION ELEVATOR	300,000.00	Extension
CO.	<u>\$400,000.00</u>	

Contract No. 06000 - Elevators/Escalators Services for the Baltimore Convention Center - Baltimore Convention Center - P.O. Nos.: P544995 and P546676

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement - cont'd

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

On August 31, 2018, the City Purchasing Agent approved the initial award in the amount of \$24,999.00. Subsequent actions have been approved. An increase and extension are necessary for urgent elevator and escalator repairs and maintenance for Baltimore Convention Center while a new solicitation B50005757 is advertised and awarded. This increase in the amount of \$100,000.00 and extension in the amount of \$300,000.00 will make the award amount \$874,999.00. The contract expires on October 31, 2019. The period of the extension is November 1, 2019 through March 31, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award was approved as an urgent procurement.

- |   |             |       |
|---|-------------|-------|
| 9. APPLE FORD, INC.   | \$40,420.36 | Award |
| B50005876, Cutaway Van with Dry Freight Body - Department of General Services, Fleet Management - Req. No.: R804762 |             |       |

Vendors were solicited by posting on Citibuy. Four bids were received were received and opened on August 7, 2019. Award is recommended to be made to the lowest, responsive and responsible bidder for the purchase of one Cutaway Van w/Dry Freight Body. The period of the award is October 2, 2019 through October 1, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement

10. LUTRON SERVICES CO., INC.	\$41,792.00	Sole Source
Contract Number 08000 – Preventive Maintenance, System Optimization and Onsite Training – Baltimore Convention Center – P.O. No.: P545764		

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 17, 2018, the Board approved the initial award in the amount of \$41,792.00. The vendor is the manufacturer of the Lutron Lighting Control System and is the sole source for providing preventative maintenance, system optimization, and onsite training for the control system. The period is October 17, 2019 through October 16, 2020, with two one-year renewal options remaining.

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

**MBE/WBE PARTICIPATION:**

Not Applicable. This meets the requirement for certification as a sole source procurement as preventive maintenance, system optimization, and onsite training are only available from the manufacturer.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement

**11. DIGITAL INTELLIGENCE**

INC.	\$34,194.99	Sole Source
Contract Number 08000 – FRED Units – Baltimore Police Department – Req. No.: R830014		

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

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

FRED, standing for Forensic Recovery of Evidence Device, is a highly specialized system that recovers and presents digital evidence taken from mobile devices and computer storage. They are compatible with currently used software and provides a clear audit trail that is needed for trial. The vendor is the manufacturer's sole authorized source of these products, which must be compatible with currently installed equipment at the Baltimore Police Department. The period is October 2, 2019 through October 1, 2022. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor, and are not available from subcontractors.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement

12. DUII HOLDINGS, LLC	\$571,184.98	Second Amendment to Agreement
B50005876, Cutaway Van with Dry Freight Body - Department of General Services, Fleet Management - Req. No.: R804762		

The Board is requested to approve and authorize execution of the Second Amendment to Agreement with DUII Holdings, LLC.

On October 18, 2017, the Board approved the initial agreement for the period of August 17, 2019 through August 16, 2020, with two two-year renewal options. The first amendment was approved on December 12, 2018. The second amendment will extend the period of the agreement through October 1, 2020, and include two future renewal terms. The above amount is the City's estimated requirement.

This agreement is for the proprietary Laboratory Information Management System (LEVIS) system currently in use in the Baltimore Police Department's Crime Lab.

Not applicable. This meets the requirement for certification as a sole source procurement, as these commodities are only available from the distributor, and are not available from subcontractors.

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

13. BALTIMORE CONVENTION CENTER	\$107,275.08	Extension
Contract No. B50002161 - Maintenance Services for Life and Safety System - Baltimore Convention Center - P.O. No.: P519485		

On January 25, 2012, the Board approved the initial award in the amount of \$2,250,000.00. The award contained two renewal options. The second renewal option was exercised on March 9,

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement

2016. A second extension was approved on May 8, 2019. Another extension is necessary to cover the monthly automation charges for building system maintenance, software maintenance, fire and security systems, application support, automation remote diagnostics and training through the end of 2019 to allow for time to negotiate a long term contract for the remainder of the life of the system. The contract expired on September 30, 2019. The period of the extension is October 1, 2019 through December 31, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 17, 2011, MWBOO set goals of 21% MBE and 6% WBE. On April 15, 2019, MWBOO found the vendor in compliance.

	<u>Commitment</u>	Performed
<b>MBE:</b> Horton Mechanical Contractors, Inc.	21%	\$87,913.20    20.99%
<b>WBE:</b> The Fireline Corporation	6%	\$ 25,118.00    5.99%

**MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 15, 2019.**

14. **LAWMEN SUPPLY COMPANY**

<b>OF NEW JERSEY, INC.</b>	<b>\$600,000.00</b>	<b>Extension</b>
Contract No. B50002320 - Personal Ballistic Soft Body Armor for the Police Department - P.O. No.: P520659		

On April 18, 2012, the Board approved the initial award in the amount of \$1,430,791.40. The award contained two renewal options. Subsequent actions have been approved and two renewal options have been exercised. An extension is necessary to have a source for these items until a new contract is competitively bid. The period of the extension is August 15, 2019 through June 30, 2020. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**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>
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Bureau of Procurement - cont'd

**MBE/WBE PARTICIPATION:**

On May 23, 2011, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 23, 2011.**

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### Health Department - Agreements

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

1. ROSEMARIE MANOR, LLC \$110,500.00

MWBOO GRANTED A WAIVER ON SEPTEMBER 12, 2019.

2. WE CARE FIRST, LLC \$ 23,400.00

Account: 5000-534020-3254-767800-607001

The Department will disburse State Subsidized Assisted Housing Funds to low-income residents at the organization's facilities. These facilities are enrolled in the Senior Assisted Living Group Home Subsidy Program, and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The senior assisted residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision.

These agreements are late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Health Department - Ratify the FY 19 Notice of Grant Award and  
Amendment Nos. 1, No. 2, No. 3, and No. 4

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

The Board is requested to ratify the FY 19 Notice of Grant Award (NGA) and Amendment No. 1, No. 2, No. 3, and No. 4 from the Corporation for National and Community Service (CNCS) for the Senior Companion Program.

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

\$296,731.00 - 4000-423519-3110-306500-404001

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

On June 7, 2018, the Department received the initial NGA in the amount of \$296,031.00 for the budget period of July 1, 2018 through June 30, 2019. Because of an oversight the initial NGA was not submitted for the Board's approval.

On September 17, 2018, the Department received Amendment No. 1, which approved the Department's budget revisions. No additional funding was associated with this action.

On January 2, 2019, the Department received Amendment No. 2, which increased the award by \$700.00 for Criminal History Checks for all covered program positions. This made the total award amount \$296,731.00.

On April 3, 2019, the Department received Amendment No. 3, which approved budget revisions and reduced the award by \$700.00, making the total amount \$296,031.00.

On May 14, 2019, the Department received Amendment No. 4, which increased the award by \$700.00 for financial assistance to run Criminal History Checks for all covered positions. This made the total award amount \$296,731.00 for Fiscal Year 2019. All other terms and conditions remain unchanged.



**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Health Department - cont'd

The ratification of the FY 2019 NGA and Amendment No. 1, No. 2, No. 3, and No. 4 will allow the Department to complete all reporting documentation for this grant award.

The NGA and Amendment No. 1, No. 2, No. 3, and No. 4 are late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### Health Department - Two-Month Advance of Funding

The Board is requested to approve a two-month advance of funding for Light Health and Wellness Comprehensive Services, Inc. on the full amount of the funding provided by the State Department of Health and Mental Hygiene for Fiscal Year 2020, under the Unified Funding Document Grant Award, which is \$61,059,171.00.

The two-month advances provide for the continuation of programs services while the scope of work and budgets are being reviewed and approved for the Fiscal Year 2020 program year.

The organization agrees that all expenditures are to be made in accordance with the terms and conditions of the funding source. Any funds advanced to Light Health and Wellness Comprehensive Services, Inc., prior to the execution of agreements are subject to the terms and conditions of the agreement. The period of the agreement is July 1, 2019 through March 31, 2020.

1. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 1,000.00**

Account: 5000-569720-3023-273346-603051

The organization is requesting a two-month advance of funds on the full amount of the funding for FY'20, which is \$6,000.00. The funds are available to operate AIDS Case Management.

On September 11, 2019, the Board approved the Fiscal Year 2020 Unified Funding Document for Ryan White State Special Medical Transportation Services.

2. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$10,000.00**

Account: 5000-569720-3023-273345-603051

The organization is requesting a two-month advance of funds on the full amount of the funding for FY'20, which is \$60,000.00. The funds are available to operate AIDS Case Management.

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### Health Department - cont'd

On September 11, 2019, the Board approved the Fiscal Year 2020 Unified Funding Document for Ryan White State Special Housing Services.

3. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$13,158.33**

Account: 5000-569720-3023-273347-603051

The organization is requesting a two-month advance of funds on the full amount of the funding for FY'20, which is \$78,950.00. The funds are available to operate AIDS Case Management.

On September 11, 2019, the Board approved the Fiscal Year 2020 Unified Funding Document for Ryan White State Special, Non-Medical Case Management Services.

4. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$12,158.33**

Account: 5000-569720-3023-273348-603051

The organization is requesting a two-month advance of funds on the full amount of the funding for FY'20, which is \$72,950.00. The funds are available to operate AIDS Case Management.

On September 11, 2019, the Board approved the Fiscal Year 2020 Unified Funding Document for Ryan White State Special, Outreach Traditional Services.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Health Department - cont'd

5.     **LIGHT HEALTH AND WELLNESS COMPREHENSIVE                   \$12,166.67**  
          **SERVICES, INC.**

Account: 5000-569720-3023-273349-603051

The organization is requesting a two-month advance of funds on the full amount of the funding for FY'20, which is \$73,000.00. The funds are available to operate AIDS Case Management.

On September 11, 2019, the Board approved the Fiscal Year 2020 Unified Funding Document for Ryan White State Special, Psychological Services.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

Parking Authority of - Employment Agreement  
Baltimore City (PABC)

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

The Board is requested to approve and authorize execution of the Employment Agreement with Mr. Peter Little. The period of the agreement is November 1, 2019 for two years, unless terminated by either party according to the terms of the agreement.

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

\$168,826.40 - 2076-000000-2321-253300-607001

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

For the past four years, Mr. Little has been serving as Executive Director under the terms and conditions of the employment agreement that was executed and approved by the Board on October 7, 2015. The period of the original agreement ends on October 31, 2019.

On September 10, 2019 the PABC Board of Directors unanimously approved continuing employment with Mr. Little as Executive Director.

Baltimore City Code, Article 31, Subtitle 13, § 13-10 provides that the chief administrative officer of the PABC is the Executive Director. The Parking Authority Board of Directors selected Mr. Peter Little as Executive Director after an extensive local and national search fifteen years ago, and since then Mr. Little has served as Executive Director in a competent and professional manner.

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

N/A

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

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

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Mayor's Office of Employment - Grant Award-PY 19 Workforce  
Development (MOED) Innovation and Opportunity Act

#### ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the Maryland Department of Labor, Licensing and Regulation for professional services. The period of the Grant Award is July 1, 2019 through June 30, 2021.

#### AMOUNT OF MONEY AND SOURCE:

\$ 460,065.00 - 4000-807520-6312-456000-404001 (Adult)  
2,949,009.00 - 4000-806420-6313-456000-404001 (Youth)  
213,104.00 - 4000-806720-6312-456000-404001 (Dislocated Worker)  
**\$3,622,178.00**

#### BACKGROUND/EXPLANATION:

The purpose of this Grant is for the Mayor's Office of Employment Development (MOED) to work with core partners to deliver basic career services to ex-offenders, low-income individuals, veterans, individuals with disabilities and eligible participants with barriers to employment. The services include an assessment of job readiness skills, referrals to collaborating organizations for support services, career counseling, job search assistance and training.

#### MBE/WBE PARTICIPATION:

N/A - MOED is the grant recipient, therefore MBE does not apply.

#### APPROVED FOR FUNDS BY FINANCE

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

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

## AGENDA

BOARD OF ESTIMATES

10/02/2019

### BOARDS AND COMMISSIONS

#### Prequalification of Contractors - Correction

On September 25, 2019, the Board approved Michels Corporation work capacity for the City in the amount of \$1,729,010,000,000.00. The submitted amount was incorrect.

The Board is requested to approve a correction to the amount. The correct amount is \$1,729,010,000.00.

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

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

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

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) under SC 903 PAS Wastewater Engineering Services for the Improvements to Sanitary Sewers in the Patapsco Sewershed with Whitman, Requardt & Associates, LLP. The Amendment No. 1 will extend the period of the agreement through August 23, 2020.

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

N/A

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

The Office of Engineering and Construction needs to complete the Post Award Services for SC 903. The Contractor has multiple claims on construction and is working under liquidated damages. The Consultant will help the City to resolve the claims. The Consultant will also prepare the asbuilts and work on final project close out.

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 30, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

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



## AGENDA

### BOARD OF ESTIMATES

10/02/2019

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. 008 with Hazen and Sawyer, PC under Project No. 1804, (SC 940, SC 955) On-Call Inspection and Construction Management Assistance Services. The original contract will expire on October 23, 2022. The period of this Task Assignment is approximately 24 months.

#### AMOUNT OF MONEY AND SOURCE:

\$243,396.81	-	9956-906647-9551-900020-705032	SC 940
158,134.91	-	9956-906659-9551-900020-705032	SC 955
60,954.56	-	9956-905653-9551-900020-705032	SC 910
48,029.09	-	9958-905709-9525-900020-705032	ER 4021
107,058.63	-	9958-905994-9525-900020-705032	ER 4018
<u>\$617,574.00</u>			

#### BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of Construction Management Assistance services for the ongoing Consent Decree Construction Projects. The work requested is within the original Scope of the agreement.

#### MBE/WBE PARTICIPATION:

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

**MBE:** 29.00%

**WBE:** 10.00%

**THE EAR WAS APPROVED BY MWBOO ON 9/19/2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA****BOARD OF ESTIMATES****10/02/2019**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$121,841.70 (Federal Infrastructure WIFIA)	9956-907622-9549 Rehab Program - Herring Run)	
\$ 94,885.32 <u>Revenue Bond</u>	9958-906994-9526 (Powder Run Stream Restora)	
<b>\$216,727.02</b>	-----	9956-906659-9551-5 (Inspection) 9958-905994-9525-5 (Inspection)

This transfer will cover design costs of Project 1804, (SC940, SC955) On-Call Inspection and Construction Management Assistance Services Task 008.

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

Department of Public Works/Office - Amendment No. 2 to Agreement of Engineering and Construction

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

The Board is requested to ratify Amendment No. 2 to Agreement (Amendment No. 2) under Project 1227J On-Call Storm Water Study and Engineering Design Services with Johnson, Mirmiran & Thompson., Inc. The Amendment No. 2 extends the period of the agreement through October 14, 2020 or until the upset fee is reached, whichever occurs first.

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

N/A - To be determined with each task assignment

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

Johnson, Mirmiran & Thompson, Inc. will continue performing design, hydrology studies, hydraulic analysis, inspections and investigations related to repairs, maintenance and new construction of storm drain facilities managed by the Office of Engineering & Construction on an as needed basis.

The costs of services rendered will be based on a not-to-exceed negotiated price for each task assigned.

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

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

**MBE:** 27%

**WBE:** 10%

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

Department of Public Works/Office - Ratification of Amendment  
of Engineering and Construction      No. 3 to Agreement

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

The Board is requested to ratify Amendment No. 3 to Agreement (Amendment No. 3) under Project 1405, On-Call Project and Construction Management Assistance Services with Louis Berger Water Services, Inc. The Amendment No. 3 extends the period of the agreement through June 11, 2020.

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

N/A

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

The original agreement was approved on June 11, 2014 through June 11, 2019.

On May 31, 2017 Amendment No. 1 was approved for a time extension to continue work as specified in the original agreement.

On June 13, 2018 Amendment No. 2 was approved for a time extension to continue work as specified in the original agreement.

Amendment No. 3 will allow Louis Berger Water Services, Inc. to continue to assist the City's Construction Management Section with construction monitoring and inspection for this Project 1405.

#### **AUDITS NOTED THE TIME EXTENSION.**

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

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

**MBE:** 27%

**WBE:** 10%

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

10/02/2019

ACTION REQUESTED OF B/E:

**AMOUNT OF MONEY AND SOURCE:**

**BACKGROUND/EXPLANATION:**

**MBE/WBE PARTICIPATION:**

66

**AGENDA****BOARD OF ESTIMATES****10/02/2019**

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

<b>MBE:</b> C.C Johnson & Malhotra, P.C	\$ 52,210.06	5.49%
E2CR, Inc.	\$ 52,234.66	5.50%
Khafra Engineering Consultant, Inc.	\$ 52,225.44	5.50%
Savin Engineers, P.C.	\$ 52,276.46	5.50%
<b>Total</b>	<b>\$208,946.62</b>	<b>21.99%</b>

<b>WBE:</b> Albrecht Engineering, Inc.	<b>Total</b>	<b>\$104,444.17</b>	<b>11.00%</b>
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**MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 21, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

(The Post Award Service Agreement for Sanitary Contract SC 940 has  
been approved by the Law Department as to form and legal  
sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Human Resources - Personnel Matter

The Board is requested to approve the Personnel matter below:

Mayor's Office of Homeless Services

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>JAYNE A. DAVIS</b>	\$18.00	<b>\$18,720.00</b>

Account: 1001-000000-3574-327200-601009

Under the terms of this Non-Retiree Employee Agreement, Ms. Davis will coordinate winter shelter efforts in providing clients with proper shelter during days of the fall/winter seasons. She will perform these services as a non-retiree contractual employee. The period of the Non-Retiree Employee Agreement is October 20, 2019 through March 31, 2020.

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

(The Non-Retiree Employee 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 contract  
listed on the following pages:  
70 - 71  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.



**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement

- |    |                                    |                                      |              |
|----|------------------------------------|--------------------------------------|--------------|
| 1. | B50005578, Portable<br>Dance Floor | Women's Home<br>Preservation,<br>LLC | \$ 67,569.00 |
|----|------------------------------------|--------------------------------------|--------------|

(Baltimore Conven-  
tion Center)

**MWBOO GRANTED A WAIVER ON APRIL 25, 2019.**

- |    |   |               |              |
|----|---|---------------|--------------|
| 2. | B50005846, 16-Foot<br>Wide Area Rotary<br>Mower | Textron, Inc. | \$ 79,000.00 |
|----|---|---------------|--------------|

(Dept. of General  
Services)

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

- |    |   |   |
|----|---|---|
| 3. | B50005844, O.E.M.<br>Parts & Service for<br>Cement Trucks | <b>REJECTION</b> - Vendors were<br>solicited by posting on<br>CitiBuy, eMaryland Market-<br>place, and in local news-<br>papers. The sole bid received<br>was opened on August 28,<br>2019. The Vendor was deter-<br>mined to be non-responsive<br>for failing to bid on labor<br>rates. It is recommended that<br>the Board reject all bids. |
|----|---|---|

(Dept. of General  
Services)

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Transportation

4. TR 00073, Replacement of Bridge No. 42009, Hawkins Point Road Bridge over CSXT and Roadway Improvements West of Chemical Road to East of Ross Avenue

**REJECTION** - On November 21, 2018, the Board opened three bids for the subject project. These bids ranged from a low of \$21,277,777.00 to a high of \$28,848,621.25. The Department of Transportation is seeking to rebid in order to address some critical matters that will greatly impact the construction of the Hawkins Point Road Bridge project. These matters consist of obtaining various permits and external agreements with other non-government entities. The Department requests permission to re-advertise this project.

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Department of Housing and - Community Catalyst Operating  
Community Development (DHCD) Grants Program Awardees

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

The Board is requested to approve eight project budgets and scopes of work for the Community Catalyst Operating Grants Program Awardees: One project budget and one scope of work for each of the eight awardees. The eight awardees are as follows:

1. Bikemore;
2. Black Women Build Baltimore;
3. BRIDGES;
4. Cherry Hill Development Corporation;
5. Coldstream Homestead Montebello Community Corporation;
6. Parks & People Foundation;
7. Southwest Partnership; and
8. St. Francis Neighborhood Center.

The total amount of the eight projects is Four Hundred and Six Thousand (\$406,000.00). Following approval, the DHCD will execute individual agreements with awardees and/or their fiscal agents. The term of the agreement will vary for each grantee but can be a maximum of three years effective from the date agreements are executed with the DHCD. There is a total of 35 grantees, and information will be submitted to the Board as multiple submissions.

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

Bikemore	\$ 35,000.00 - 9910-906222-9588
Black Women Build Baltimore	\$ 65,000.00 - 9910-906222-9588
BRIDGES	\$ 70,000.00 - 9910-906222-9588
Cherry Hill Development Corporation	\$ 75,000.00 - 9910-906222-9588
Coldstream Homestead Montebello Community Corporation	\$ 25,000.00 - 9910-906222-9588
Parks & People Foundation	\$ 40,000.00 - 9910-906222-9588
Southwest Partnership	\$ 47,000.00 - 9910-906222-9588
St. Francis Neighborhood Center	\$ 49,000.00 - 9910-906222-9588
<b>Total Award</b>	<b>\$406,000.00</b>

## **AGENDA**

### **BOARD OF ESTIMATES**

**10/02/2019**

#### DHCD - cont'd

The DHCD's community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation and attract additional investment. The DHCD created the Community Catalyst Grants Program (CCG). A Five Million Dollar (\$5,000,000.00) initiative to leverage assets and support community-led organizations to increase their capacity and ability to undertake neighborhood revitalization initiatives. Up to Two Million Dollars (\$2,000,000.00) of CCG Funds were allocated to supported operating costs and up to Three Million Dollars (\$3,000,000.00) to supporting capital projects.

In October 2018, the DHCD released the CCG operating grant Guidelines and Application. On March 7, 2019, the Mayor awarded thirty-five organizations a total of One Million Seven Hundred Fifty Thousand Dollars (\$1,750,000.00). The balance of Two-Hundred and Fifty Thousand Dollars (\$250,000.00) will be maintained for the DHCD's administrative cost.

On September 18, 2019, the Board approved a Form Agreement for Grantees and a Form Agreement for Grantees with Fiscal Agents. The agreement stipulates that final budgets and scopes of work are to be approved by the Board of Estimates before DHCD can execute agreements. This information will be provided to the Board as multiple submissions.

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

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

**MWBOO APPROVED A WAIVER FOR THE ABOVE LISTED AWARDEES ON SEPTEMBER 11, 2019.**

**AGENDA****BOARD OF ESTIMATES****10/02/2019**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Rebuild Johnston Square Partners, LLC, Developer, for the sale of the below listed City-owned properties and properties to be acquired by the City:

Block Lot	Vacant Building	Vacant Lot	Property Owner 1	Address
1128 017	Y		LEE, WON SUK	1300 Greenmount Ave
1128 018	Y		LEE, WON SUK	1302 Greenmount Ave
1128 019	Y		LEE, WON SUK	1304 Greenmount Ave
1128 020	Y		LEE, WON SUK	1306 Greenmount Ave
1128 021	Y		SON, TAE HYOUNG SON, RO MI	1308 Greenmount Ave
1128 024	Y		JABARI Enterprises, Inc	1314 Greenmount Ave
1128 028		Y	LEE, IN SEON	1322 Greenmount Ave
1142A018		Y	MAYOR AND CITY COUNCIL	700 E PRESTON ST
1142B028	Y		MAYOR AND CITY COUNCIL	730 E PRESTON ST
1142B0035	Y		MONTGOMERY, CHARLES	744 E Preston St
1142B036		Y	MAYOR AND CITY COUNCIL	1300 HOMEWOOD AVE

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1142B037	Y	MAYOR COUNCIL	AND	CITY	1302 Homewood Ave
1142B038	Y	MAYOR COUNCIL	AND	CITY	1304 Homewood Ave
1142B042	Y	BAILEY, MARILYN			1314 HOMEWOOD AVE
1142B043	Y	MAYOR COUNCIL	AND	CITY	1316 HOMEWOOD AVE
1142B045	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address
1142B050	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address
1142B055	Y	MAYOR COUNCIL	AND	CITY	1315 PROCTOR ST
1142B056	Y	MAYOR COUNCIL	AND	CITY	1309 PROCTOR ST
1142B057	Y	MAYOR COUNCIL	AND	CITY	1303 PROCTOR ST
1143 001	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address
1143 005	Y	MAYOR COUNCIL	AND	CITY	1321 Homewood Ave
1143 006	Y	MAYOR COUNCIL	AND	CITY	1319 HOMEWOOD AVE
1143 007	Y	MAYOR COUNCIL	AND	CITY	1317 HOMEWOOD AVE
1143 008	Y	MAYOR COUNCIL	AND	CITY	1315 HOMEWOOD AVE
1143 009	Y	MAYOR COUNCIL	AND	CITY	1313 HOMEWOOD AVE
1143 010	Y	MAYOR COUNCIL	AND	CITY	1311 Homewood Ave
1143 011	Y	MAYOR COUNCIL	AND	CITY	1309 Homewood Ave
1143 012	Y	MAYOR COUNCIL	AND	CITY	1307 Homewood Ave

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

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1143 013	Y	MAYOR COUNCIL	AND	CITY	1305	HOMEWOOD AVE
1143 014	Y	MAYOR COUNCIL	AND	CITY	1303	HOMEWOOD AVE
1143 015	Y	MAYOR COUNCIL	AND	CITY	1301	HOMEWOOD AVE
1143 035	Y	MAYOR COUNCIL	AND	CITY	1300	VALLEY ST
1143 036	Y	MAYOR COUNCIL	AND	CITY	1302	VALLEY ST
1143 039	Y	LAMBERT,	ROBERT		1308	VALLEY ST
1143 040	Y	MAYOR COUNCIL	AND	CITY	1310	VALLEY ST
1143 043	Y	MAYOR COUNCIL	AND	CITY	1316	Valley St
1143 048	Y	MAYOR COUNCIL	AND	CITY	1325	Hillman St
1143 053	Y	MAYOR COUNCIL	AND	CITY	1323	HILLMAN ST
1143 054	Y	MAYOR COUNCIL	AND	CITY	1321	HILLMAN ST
1143 055	Y	MAYOR COUNCIL	AND	CITY	1319	HILLMAN ST
1143 056	Y	MAYOR COUNCIL	AND	CITY	1317	HILLMAN ST
1143 057	Y	MAYOR COUNCIL	AND	CITY	1315	HILLMAN ST
1143 058	Y	MAYOR COUNCIL	AND	CITY	1313	HILLMAN ST
1143 059	Y	MAYOR COUNCIL	AND	CITY	1311	HILLMAN ST
1143 060	Y	MAYOR COUNCIL	AND	CITY	1309	1/2 HILLMAN ST
1143 061	Y	MAYOR COUNCIL	AND	CITY	1309	HILLMAN ST

**AGENDA****BOARD OF ESTIMATES****10/02/2019**

Department of Housing and - cont'd  
Community Development

1143 062	Y	MAYOR COUNCIL	AND	CITY	1307 ST	HILLMAN
1143 063	Y	MAYOR COUNCIL	AND	CITY	1305 ST	HILLMAN
1143 064	Y	MAYOR COUNCIL	AND	CITY	1303 St	Hillman
1143 065	Y	MAYOR COUNCIL	AND	CITY	1301 ST	HILLMAN
1143 066	Y	MAYOR COUNCIL	AND	CITY	1302 ST	HILLMAN
1143 067	Y	MAYOR COUNCIL	AND	CITY	1304 ST	HILLMAN
1143 068	Y	MAYOR COUNCIL	AND	CITY	1306 ST	HILLMAN
1143 069	Y	MAYOR COUNCIL	AND	CITY	1308 St	Hillman
1143 070	Y	MAYOR COUNCIL	AND	CITY	1310 St	Hillman
1143 071	Y	MAYOR COUNCIL	AND	CITY	1312 ST	HILLMAN
1143 072	Y	MAYOR COUNCIL	AND	CITY	1314 ST	HILLMAN
1143 073	Y	MAYOR COUNCIL	AND	CITY	1316 ST	HILLMAN
1143 074	Y	MAYOR COUNCIL	AND	CITY	1318 ST	HILLMAN
1143 075	Y	MAYOR COUNCIL	AND	CITY	1320 St	Hillman
1143 076	Y	MAYOR COUNCIL	AND	CITY	1322 ST	HILLMAN
1143 077	Y	MAYOR COUNCIL	AND	CITY	1324 ST	HILLMAN
1143 078	Y	MAYOR COUNCIL	AND	CITY	1326 ST	HILLMAN
1143 083		MAYOR COUNCIL	AND	CITY	Descriptive Address	



# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

1144 002	Y	MAYOR COUNCIL	AND	CITY	1303 ST	VALLEY
1144 003	Y	MAYOR COUNCIL	AND	CITY	1305 ST	VALLEY
1144 004	Y	MAYOR COUNCIL	AND	CITY	1307 ST	VALLEY
1144 005	Y	FLEMING, IRA			1309 St	Valley
1144 007	Y	MAYOR COUNCIL	AND	CITY	1313 ST	VALLEY
1144 008	Y	MAYOR COUNCIL	AND	CITY	1315 St	Valley
1144 009	Y	MAYOR COUNCIL	AND	CITY	1317 ST	VALLEY
1144 010	Y	MAYOR COUNCIL	AND	CITY	1319 St	Valley
1144 013	Y	FITZGIBBON, THOMAS			1325 ST	VALLEY
1144 014	Y	FITZGIBBON, THOMAS			1327 ST	VALLEY
1144 015	Y	FITZGIBBON, THOMAS			1329 ST	VALLEY
1144 016	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address	
1144 021	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address	
1144 025	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address	
1144 030	Y	MAYOR COUNCIL	AND	CITY	Descriptive Address	
1144 035	Y	MAYOR COUNCIL	AND	CITY	1326 ENSOR ST	
1144 036	Y	MAYOR COUNCIL	AND	CITY	1324 Ensor St	

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1144 037	Y	MAYOR AND CITY COUNCIL	1322 Ensor St
1144 038	Y	PRICE, CHRISTINE	1320 Ensor ST
1144 039	Y	ANDERSON, PHYLLIS M	1318 ENSOR ST
1144 040	Y	MAYOR AND CITY COUNCIL	1316 ENSOR ST
1144 044	Y	ROWE, CHRISTOPHER G.	1308 ENSOR ST
1144 048	Y	MAYOR AND CITY COUNCIL	938 E PRESTON ST
1144 049	Y	MAYOR AND CITY COUNCIL	936 E PRESTON ST
1144 050	Y	MAYOR AND CITY COUNCIL	934 E Preston st
1144 051	Y	MAYOR AND CITY COUNCIL	932 E PRESTON ST
1144 052	Y	MAYOR AND CITY COUNCIL	930 E PRESTON ST
1144 054	Y	WYNTER, LLOYD	920 E PRESTON ST
1144 057	Y	MAYOR AND CITY COUNCIL	914 E PRESTON ST
1144 059	Y	MAYOR AND CITY COUNCIL	910 E PRESTON ST
1144 062	y	BARKSDALE JR, ALVIN	904 E PRESTON ST
1144 064	Y	MOUNT SINAI BAPTIST CHURCH OF	1300 WILCOX ST
1144 065	Y	MOUNT SINAI BAPTIST CHURCH	1302 WILCOX ST
1144 067	Y	MAYOR AND CITY COUNCIL	1306 WILCOX ST
1144 068	Y	MAYOR AND CITY COUNCIL	1308 Wilcox st

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1144 069	Y	MAYOR COUNCIL	AND	CITY	1310 ST	WILCOX
1144 070	Y	MAYOR COUNCIL	AND	CITY	1312 St	Wilcox
1144 071	Y	MAYOR COUNCIL	AND	CITY	1314 ST	WILCOX
1144 072	Y	MAYOR COUNCIL	AND	CITY	1316 ST	WILCOX
1144 073	Y	MAYOR COUNCIL	AND	CITY	1318 St	Wilcox
1144 074	Y	MT SINAI CHURCH OF		BAPTIST	1320 ST	WILCOX
1144 075	Y	MAYOR COUNCIL	AND	CITY	1322 ST	WILCOX
1144 076	Y	MAYOR COUNCIL	AND	CITY	1324 ST	WILCOX
1144 077	Y	MAYOR COUNCIL	AND	CITY	1326 ST	WILCOX
1144 078	Y	MOUNT SINAI CHURCH		BAPTIST	1327 ST	WILCOX
1144 079	Y	MT SINAI CHURCH OF		BAPTIST	1325 ST	WILCOX
1144 080	Y	MOUNT SINAI CHURCH		BAPTIST	1323 ST	WILCOX
1144 081	Y	MOUNT SINAI CHURCH		BAPTIST	1321 ST	WILCOX
1144 082	Y	MT SINAI CHURCH OF		BAPTIST	1319 ST	WILCOX
1144 083	Y	MOUNT SINAI CHURCH		BAPTIST	1317 ST	WILCOX
1144 084	Y	MOUNT SINAI CHURCH		BAPTIST	1315 ST	WILCOX
1144 085	Y	MT SINAI CHURCH OF		BAPTIST	1313 ST	WILCOX
1144 086	Y	MT SINAI CHURCH OF		BAPTIST	1311 St	Wilcox

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1144 087	Y	MT SINAI BAPTIST	1309	Wilcox
		CHURCH OF	St	
1144 088	Y	MT SINAI BAPTIST	1307	Wilcox
		CHURCH OF	St	
1144 089	Y	MT SINAI BAPTIST	1305	WILCOX
		CHURCH OF	ST	
1144 090	Y	MT SINAI BAPTIST	1303	WILCOX
		CHURCH OF	ST	
1144 091	Y	MOUNT SINAI BAPTIST	1301	WILCOX
		CHURCH	ST	
1152 014	Y	MAYOR AND CITY	416 E	BIDDLE
		COUNCIL	ST	
1152 016	Y	FEDERAL NATIONAL	420 E	BIDDLE
		MORTGAGE ASSOCIATION	ST	
1152 028	Y	MCLAURIN, ZENOVIA	1204	
			BRENTWOOD AVE	
1152 037	Y	BRAMWELL, LINDSEY	1222	
			BRENTWOOD AVE	
1152 038	Y	LEE, NORREAL	1224	
			BRENTWOOD AVE	
1152 041	Y	MJR REAL ESTATE, LLC	437 E PRESTON	
			ST	
1152 042	Y	SNS TRADING LLC	435 E PRESTON	
			ST	
1152 043	Y	MAYOR AND CITY	433 E PRESTON	
		COUNCIL	ST	
1152 046	Y	BARRY, PETER	427 E PRESTON	
			ST	
1152 048	Y	MJR REAL ESTATE, LLC	423 E Preston	
			ST	
1154 014	Y	MAYOR AND CITY	1234	
		COUNCIL	GREENMOUNT	
			AVE	

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

1154 015	Y		MAYOR AND CITY	1236 Greenmount Ave
1154 016			COUNCIL	1238 GREENMOUNT AVE
1154 017			PARK, JAE W	511 E PRESTON ST
1154 030	Y		MAYOR AND CITY	618 E Biddle St
1155 007	Y		COUNCIL	1215 GREENMOUNT AVE
1155 008	Y		ERNST VALERY INVESTMENTS CORP	1217 GREENMOUNT AVE
1155 015	Y		MAYOR AND CITY	701 E PRESTON ST
1155 016	Y		COUNCIL	703 E PRESTON ST
1155 018	Y		PEOPLES HOMESTEADING	707 E PRESTON ST
1155 020	Y		PEOPLE'S HOMESTEADING	711 E PRESTON ST
1155 029	Y		MAYOR AND CITY	729 E PRESTON ST
1155 030	Y		COUNCIL	731 E PRESTON ST
1155 048	Y		MAYOR AND CITY	1204 HOMEWOOD AVE
1155 070		Y	COUNCIL	701 MURA ST
1155 071		Y	MAYOR AND CITY	703 MURA ST
1155 074	Y		COUNCIL	709 MURA ST

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1155 079	Y		MAYOR AND CITY	719 MURA ST
			COUNCIL	
1155 081	Y		SMITH, ALVIN	723 Mura St
1155 084		Y	MAYOR AND CITY	729 MURA ST
			COUNCIL	
1155 085		Y	MAYOR AND CITY	731 MURA ST
			COUNCIL	
1155 087	Y		WILLARD AVENUE, LLC	730 MURA ST
1155 089	Y		MAYOR AND CITY	726 MURA ST
			COUNCIL	
1155 091	Y		BOBB, DAVID O.	722 MURA ST
1155 093	Y		MAYOR AND CITY	718 MURA ST
			COUNCIL	
1155 094	Y		MAYOR AND CITY	716 Mura St
			COUNCIL	
1155 095	Y		DAVIS, JHONJULEE	714 MURA ST
1155 096			MAYOR AND CITY	712 MURA ST
			COUNCIL	
1155 097	Y		MAYOR AND CITY	710 MURA ST
			COUNCIL	
1155 098	Y		MAYOR AND CITY	708 MURA ST
			COUNCIL	
1155 099	Y		MAYOR AND CITY	706 Mura St
			COUNCIL	
1155 100	Y		MAYOR AND CITY	704 Mura St
			COUNCIL	
1156 050	Y		MCINTYRE JR, GENERAL	801 E Preston st
1157 001		Y	MAYOR AND CITY	900 E BIDDLE ST
			COUNCIL	
1157 005	Y		BERNARD, GARRY L	908 E BIDDLE ST
1157 006	Y		BERNARD, GARRY L	910 E BIDDLE ST

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

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1157 007	Y		MAYOR AND CITY	912 E BIDDLE ST
1157 011A		Y	COUNCIL	
			MAYOR AND CITY	Descriptive Address
1157 011		Y	COUNCIL	
			MAYOR AND CITY	920 E Biddle St
1157 012		Y	COUNCIL	
			MAYOR AND CITY	922 E BIDDLE ST
1157 019	Y		JJM REALTY, LLC	936 E BIDDLE ST
1157 022		Y	MAYOR AND CITY	942 E BIDDLE ST
			COUNCIL	
1157 023		Y	MAYOR AND CITY	1202 ENSOR ST
			COUNCIL	
1157 024		Y	KATZEN, NORINE	1204 ENSOR ST
1157 025	Y		PAYLOR JR, MAJOR	1206 ENSOR ST
1157 026	Y		GINSBERG, MORRIS	1208 ENSOR ST
1157 027	Y		G8 CAPITAL, LLC	1210 ENSOR ST
1157 029	Y		MAYOR AND CITY	1214 ENSOR ST
			COUNCIL	
1157 030	Y		JOHNSON, CHARLES C	1216 ENSOR ST
1157 031	Y		TAHAN, ANTOINE	1218 ENSOR ST
1157 032	Y		MAYOR AND CITY	1220 ENSOR ST
			COUNCIL	
1157 033		Y	MAYOR AND CITY	1222 Ensor St
			COUNCIL	
1157 034		Y	MAYOR AND CITY	1224 Ensor ST
			COUNCIL	
1157 038	Y		MAYOR AND CITY	927 E PRESTON ST
			COUNCIL	
1157 039		Y	MAYOR AND CITY	925 E PRESTON ST
			COUNCIL	
1157 040	Y		COMMUNITY DEVELOPMENT	919 E PRESTON ST
			ADMIN OF MD	

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1157 051	Y		MAYOR AND CITY COUNCIL	1227 ST	VALLEY
1157 053	Y		MILLER, NATHAN TYRELL	1223 ST	VALLEY
1157 054	Y		MAYOR AND CITY COUNCIL	1221 St	Valley
1157 055	Y		MAYOR AND CITY COUNCIL	1219 ST	VALLEY
1157 057	Y		MAYOR AND CITY COUNCIL	1215 ST	VALLEY
1157 060	Y		MAYOR AND CITY COUNCIL	1209 ST	VALLEY
1157 062		Y	MAYOR AND CITY COUNCIL	1205 ST	VALLEY
1157 063		Y	MAYOR AND CITY COUNCIL	1203 ST	VALLEY
1165B001		Y	MAYOR & CITY COUNCIL	1100 ST	BARCLAY
1165B002		Y	MAYOR & CITY COUNCIL	1102 ST	BARCLAY
1165B003		Y	MAYOR & CITY COUNCIL	1104 St	Barclay
1165B004		Y	MAYOR & CITY COUNCIL	1106 ST	BARCLAY
1165B005		Y	MAYOR & CITY COUNCIL	1108 ST	BARCLAY
1165B006		Y	MAYOR & CITY COUNCIL	1110 ST	BARCLAY
1165B007		Y	MAYOR & CITY COUNCIL	1112 ST	BARCLAY
1165B008		Y	MAYOR & CITY COUNCIL	1114 St	Barclay
1165B009		Y	MAYOR & CITY COUNCIL	1116 St	Barclay
1165B010		Y	MAYOR & CITY COUNCIL	1118 ST	BARCLAY



# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1165B011	Y	MAYOR & CITY COUNCIL	1120 ST	BARCLAY
1165B012	Y	MAYOR & CITY COUNCIL	1122 ST	BARCLAY
1165B013	Y	MAYOR & CITY COUNCIL	1124 ST	BARCLAY
1165B014	Y	MAYOR & CITY COUNCIL	1126 St	Barclay
1165B015	Y	MAYOR & CITY COUNCIL	1128 ST	BARCLAY
1165B016	Y	MAYOR & CITY COUNCIL	1130 ST	BARCLAY
1165B017	Y	MAYOR & CITY COUNCIL	1132 ST	BARCLAY
1165B018	Y	MAYOR & CITY COUNCIL	1134 ST	BARCLAY
1165B019	Y	MAYOR & CITY COUNCIL	329 ST	E BIDDLE
1165B020	Y	MAYOR & CITY COUNCIL	327 ST	E BIDDLE
1165B021	Y	MAYOR & CITY COUNCIL	325 St	E Biddle
1165B022	Y	MAYOR & CITY COUNCIL	323 ST	E BIDDLE
1165B023	Y	MAYOR & CITY COUNCIL	321 ST	E BIDDLE
1165B024	Y	MAYOR & CITY COUNCIL	319 ST	E BIDDLE
1165B025	Y	MAYOR & CITY COUNCIL	317 ST	E BIDDLE
1165B026	Y	PENN ADVERTISING OF BALTIMORE, INC.	315 St	E Biddle
1166 001	Y	MAYOR & CITY COUNCIL	420 E Chase St	

**AGENDA****BOARD OF ESTIMATES****10/02/2019**

Department of Housing and - cont'd  
Community Development

1166 002	Y	MAYOR & CITY COUNCIL	418 E Chase St
1166 003	Y	MAYOR & CITY COUNCIL	416 E CHASE ST
1166 004	Y	MAYOR & CITY COUNCIL	414 E CHASE ST
1166 005	Y	HOUSING AUTHORITY	412 E CHASE ST
1166 006	Y	MAYOR & CITY COUNCIL	410 E CHASE ST
1166 007	Y	MAYOR & CITY COUNCIL	408 E CHASE ST
1166 008	Y	MAYOR & CITY COUNCIL	400 E CHASE ST
1166 012	Y	MAYOR & CITY COUNCIL	1103 BARCLAY ST
1166 013	Y	MAYOR & CITY COUNCIL	1105 BARCLAY ST
1166 014	Y	MAYOR & CITY COUNCIL	1107 BARCLAY ST
1166 015	Y	MAYOR & CITY COUNCIL	1109 BARCLAY ST
1166 016	Y	MAYOR & CITY COUNCIL	1111 BARCLAY ST
1166 017	Y	MAYOR & CITY COUNCIL	1113 BARCLAY ST
1166 018	Y	MAYOR & CITY COUNCIL	1115 Barclay St
1166 019	Y	MAYOR & CITY COUNCIL	1117 BARCLAY ST
1166 020	Y	MAYOR & CITY COUNCIL	1119 BARCLAY ST
1166 021	Y	MAYOR & CITY COUNCIL	401 E Biddle St
1166 022	Y	MAYOR & CITY COUNCIL	403 E BIDDLE ST

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1166 023	Y	MAYOR & CITY COUNCIL	405 E Biddle St
1166 024	Y	MAYOR & CITY COUNCIL	407 E BIDDLE ST
1166 025	Y	MAYOR & CITY COUNCIL	409 E BIDDLE ST
1166 026	Y	MAYOR & CITY COUNCIL	411 E BIDDLE ST
1166 027	Y	MAYOR & CITY COUNCIL	413 E BIDDLE ST
1166 028	Y	MAYOR & CITY COUNCIL	415 E BIDDLE ST
1166 029	Y	MAYOR & CITY COUNCIL	417 E BIDDLE ST
1166 030	Y	MAYOR & CITY COUNCIL	419 E BIDDLE ST
1166 031	Y	MAYOR & CITY COUNCIL	421 E BIDDLE ST
1166 032	Y	MAYOR & CITY COUNCIL	1116 BRENTWOOD AVE
1166 033	Y	MAYOR & CITY COUNCIL	1114 BRENTWOOD AVE
1166 034	Y	MAYOR & CITY COUNCIL	1112 BRENTWOOD AVE
1166 035	Y	MAYOR & CITY COUNCIL	1110 Brentwood Ave
1166 036	Y	MAYOR & CITY COUNCIL	1108 Brentwood Ave
1166 037	Y	MAYOR & CITY COUNCIL	1106 BRENTWOOD AVE
1166 038	Y	MAYOR & CITY COUNCIL	1104 BRENTWOOD AVE
1166 039	Y	MAYOR & CITY COUNCIL	1102 BRENTWOOD AVE
1166 040	Y	MAYOR & CITY COUNCIL	1100 BRENTWOOD AVE

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1167 001	Y	MAYOR & CITY COUNCIL	1100 ST	Forrest
1167 007	Y	MAYOR AND CITY COUNCIL OF	1112 ST	FORREST
1167 008	Y	MAYOR AND CITY COUNCIL OF	1114 ST	FORREST
1167 009	Y	MAYOR & CITY COUNCIL OF	1116 ST	FORREST
1167 010	Y	MAYOR AND CITY COUNCIL OF	1118 ST	FORREST
1167 011	Y	MAYOR AND CITY COUNCIL OF	1120 ST	FORREST
1167 012	Y	MAYOR AND CITY COUNCIL OF	1122 ST	FORREST
1167 013	Y	MAYOR AND CITY COUNCIL OF	1124 St	Forrest
1167 014	Y	MAYOR AND CITY COUNCIL OF	1126 ST	FORREST
1167 015	Y	MAYOR AND CITY COUNCIL OF	1128 ST	FORREST
1167 016	Y	MAYOR & CITY COUNCIL OF	1130 ST	FORREST
1167 017	Y	MAYOR & CITY COUNCIL OF	1132 ST	FORREST
1167 018	Y	MAYOR & CITY COUNCIL OF	1134 St	Forrest
1167 019	Y	MAYOR & CITY COUNCIL OF	1136 St	Forrest
1167 020	Y	MAYOR & CITY COUNCIL OF	1138 St	Forrest
1167 021	Y	MAYOR AND CITY COUNCIL OF	1140 ST	FORREST
1167 022	Y	MAYOR AND CITY COUNCIL OF	1135 BRENTWOOD AVE	
1167 023	Y	MAYOR AND CITY COUNCIL OF	1133 BRENTWOOD AVE	

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1167 024	Y	MAYOR AND COUNCIL	CITY 1131 BRENTWOOD AVE
1167 025	Y	MAYOR AND COUNCIL	CITY 1129 BRENTWOOD AVE
1167 026	Y	MAYOR AND COUNCIL OF	CITY 1127 BRENTWOOD AVE
1167 027	Y	MAYOR AND COUNCIL OF	CITY 1125 BRENTWOOD AVE
1167 028	Y	MAYOR AND COUNCIL OF	CITY 1123 BRENTWOOD AVE
1167 029	Y	MAYOR AND COUNCIL OF	CITY 1121 BRENTWOOD AVE
1167 030	Y	MAYOR AND COUNCIL OF	CITY 1119 BRENTWOOD AVE
1167 032	Y	MAYOR AND COUNCIL	CITY 1115 BRENTWOOD AVE
1167 033	Y	MAYOR AND COUNCIL	CITY 1113 Brentwood Ave
1167 034	Y	MAYOR AND COUNCIL OF	CITY 1111 BRENTWOOD AVE
1167 035	Y	MAYOR AND COUNCIL OF	CITY 1109 BRENTWOOD AVE
1167 036	Y	MAYOR AND COUNCIL OF	CITY 1107 Brentwood Ave
1167 037	Y	MAYOR AND COUNCIL	CITY 1105 BRENTWOOD AVE
1167 038	Y	MAYOR AND COUNCIL OF	CITY 1103 BRENTWOOD AVE
1167 039	Y	MAYOR AND COUNCIL OF	CITY 1101 BRENTWOOD AVE
1167 040	Y	MAYOR AND COUNCIL OF	CITY 502 E CHASE ST
1167 041	Y	MAYOR AND COUNCIL OF	CITY 504 E CHASE ST

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1167 042	Y	MAYOR AND COUNCIL OF	CITY	508 E CHASE ST
1168 001	Y	MAYOR AND COUNCIL	CITY	1100 GREENMOUNT AVE
1168 002	Y	MAYOR AND COUNCIL OF	CITY	1102 GREENMOUNT AVE
1168 003	Y	MAYOR AND COUNCIL OF	CITY	1104 Greenmount Ave
1168 004	Y	MAYOR AND COUNCIL OF	CITY	1106 GREENMOUNT AVE
1168 005	Y	MAYOR & CITY COUNCIL		1108 GREENMOUNT AVE
1168 006		MAYOR & CITY COUNCIL		1110 GREENMOUNT AVE
1168 007	Y	MAYOR & CITY COUNCIL		1112 GREENMOUNT AVE
1168 008	Y	MAYOR & CITY COUNCIL		1114 Greenmount Ave
1168 009	Y	MAYOR & CITY COUNCIL		1116 Greenmount Ave
1168 010	Y	MAYOR & CITY COUNCIL		1118 GREENMOUNT AVE
1168 011	Y	MAYOR & CITY COUNCIL OF BALTIMORE		1120 GREENMOUNT AVE

# AGENDA

## BOARD OF ESTIMATES

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Department of Housing and - cont'd  
Community Development

1168 012	Y	MAYOR & CITY COUNCIL OF BALTIMORE	1122 GREENMOUNT AVE
1168 013	Y	MAYOR & CITY COUNCIL	1132 GREENMOUNT AVE
1168 014	Y	MAYOR & CITY COUNCIL	1134 Greenmount Ave
1168 015	Y	MAYOR AND COUNCIL OF	CITY 621 E BIDDLE ST
1168 016	Y	MAYOR AND COUNCIL OF	CITY 619 E BIDDLE ST
1168 017	Y	MAYOR AND COUNCIL OF	CITY 617 E BIDDLE ST
1168 018	Y	MAYOR AND COUNCIL	CITY 615 E BIDDLE ST
1168 019	Y	MAYOR AND COUNCIL OF	CITY 613 E BIDDLE ST
1168 020	Y	MAYOR AND COUNCIL OF	CITY 611 E BIDDLE ST
1168 021	Y	MAYOR AND COUNCIL OF	CITY 609 E Biddle St
1168 022	Y	MAYOR AND COUNCIL OF	CITY 607 E BIDDLE ST
1168 023	Y	MAYOR AND COUNCIL OF	CITY 605 E BIDDLE ST
1168 024	Y	MAYOR AND COUNCIL OF	CITY 603 E BIDDLE ST
1168 025	Y	MAYOR AND COUNCIL OF	CITY 601 E BIDDLE ST
1168 026	Y	MAYOR AND COUNCIL OF	CITY 1129 Forrest St
1168 027	Y	MAYOR AND COUNCIL OF	CITY 1127 Forrest St

# **AGENDA**

## **BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1168 028	Y	MAYOR AND COUNCIL OF	CITY 1125 ST	Forrest
1168 029	Y	MAYOR AND COUNCIL OF	CITY 1123 ST	FORREST
1168 030	Y	MAYOR AND COUNCIL OF	CITY 1121 ST	FORREST
1168 031	Y	MAYOR AND COUNCIL OF	CITY 1119 ST	FORREST
1168 032	Y	MAYOR AND COUNCIL OF	CITY 1117 ST	FORREST
1168 033	Y	MAYOR AND COUNCIL OF	CITY 1115 ST	FORREST
1168 034	Y	MAYOR AND COUNCIL OF	CITY 1113 ST	FORREST
1168 035	Y	MAYOR AND COUNCIL OF	CITY 1111 ST	FORREST
1168 036	Y	MAYOR AND COUNCIL OF	CITY 1109 ST	FORREST
1168 037	Y	MAYOR AND COUNCIL OF	CITY 1107 ST	FORREST
1168 038	Y	MAYOR AND COUNCIL OF	CITY 1105 ST	FORREST
1168 039	Y	MAYOR AND COUNCIL OF	CITY 1103 ST	FORREST
1168 040	Y	MAYOR AND COUNCIL OF	CITY 1101 ST	FORREST
1168 041	Y	MAYOR AND COUNCIL OF	CITY 602 E Chase St	
1168 042	Y	MAYOR & CITY COUNCIL	1110 NURSERY PL	
1169 002	Y	SAINT AMBROSE HOUSING AID CENTER, INC.	702 E Chase St	



**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1169 003	Y	MAYOR AND CITY COUNCIL OF	704 E CHASE ST
1169 004	Y	MAYOR AND CITY COUNCIL OF	706 E Chase St
1169 005	Y	MAYOR & CITY COUNCIL	708 E CHASE ST
1169 006	Y	MAYOR AND CITY COUNCIL	710 E CHASE ST
1169 007	Y	MAYOR & CITY COUNCIL	712 E CHASE ST
1169 008	Y	MAYOR AND CITY COUNCIL OF	714 E CHASE ST
1169 009	Y	MAYOR AND CITY COUNCIL OF	716 E CHASE ST
1169 010	Y	MAYOR AND CITY COUNCIL	718 E CHASE ST
1169 015	Y	MAYOR AND CITY COUNCIL OF	1110 HOMEWOOD AVE
1169 016	Y	MAYOR AND CITY COUNCIL OF	1112 HOMEWOOD AVE
1169 018	Y	1114-1118 HOMEWOOD AVENUE, LLC	1116 Homewood Ave
1169 019	Y	1114-1118 HOMEWOOD AVENUE, LLC	1118 Homewood Ave
1169 020	Y	BARNES, BARBARA A	1120 Homewood Ave
1169 023	Y	MAYOR AND CITY COUNCIL OF	1126 HOMEWOOD AVE
1169 025	Y	MAYOR AND CITY COUNCIL OF	1130 Homewood Ave
1169 026	Y	RODRIGUEZ, CARLOS	1132 HOMEWOOD AVE

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

1169 033	Y	MAYOR & CITY COUNCIL	719 E BIDDLE ST
1169 034	Y	OTUKOYA, SONDR	717 E BIDDLE ST
1169 035	Y	HOPKINS, DEBORAH	715 E BIDDLE ST
1169 045	Y	W SAMPSON BROOKS LODGE NO. 981	1129 GREENMOUNT AVE
1169 046	Y	W SAMPSON BROOKS LODGE	1127 GREENMOUNT AVE
1169 049	Y	1121 GREENMOUNT AVE LLC	1121 GREENMOUNT AVE
1169 050	Y	LANE, BILLY	1119 Greenmount Ave
1172 040	Y	MAYOR AND CITY COUNCIL OF	1001 E BIDDLE ST
1172 041	Y	MAYOR AND CITY COUNCIL OF	1003 E Biddle St
1172 042	Y	MAYOR AND CITY COUNCIL OF	1005 E Biddle St
1172 046	Y	BLASONCAM 1, LLC	1013 E BIDDLE ST
1172 049	Y	HENYA, KARNIEL	1019 E BIDDLE ST
1172 052	Y	MAYOR AND CITY COUNCIL OF	1025 E BIDDLE ST
1172 055	Y	HENSON, TONY	1031 E BIDDLE ST
1172 056	Y	MAYOR AND CITY COUNCIL OF	1033 E BIDDLE ST
1179B017	Y	MAYOR AND CITY COUNCIL OF	1010 BRENTWOOD AVE

# **AGENDA**

## **BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1179B018	Y	MAYOR AND CITY COUNCIL OF	1012 BRENTWOOD AVE
1179B019	Y	ST. FRANCES ACADEMY, INC	1014 BRENTWOOD AVE
1179B020	Y	ST. FRANCES ACADEMY, INC	1016 BRENTWOOD AVE
1179B021	Y	MAYOR AND CITY COUNCIL OF	1018 Brentwood Ave
1179B028	Y	JDP PROPERTY MANAGEMENT AND INVESTMENTS, INC	1032 Brentwood Ave
1179B030	Y	ST. FRANCES ACADEMY, INC	1036 BRENTWOOD AVE
1179B031	Y	D.K. PROPERTY MANAGEMENT, LLC	1038 BRENTWOOD AVE
1179B032	Y	D.K. PROPERTY MANAGEMENT, LLC	1040 BRENTWOOD AVE
1179B034	Y	BLAKENEY, SR., MARTIN A.	1044 BRENTWOOD AVE
1179B035	Y	MAYOR AND CITY COUNCIL OF	1046 BRENTWOOD AVE
1179B036	Y	ST. FRANCES ACADEMY, INC	1048 BRENTWOOD AVE
1179B037	Y	MAYOR AND CITY COUNCIL OF	1050 BRENTWOOD AVE
1179B038	Y	MAYOR AND CITY COUNCIL OF	423 E CHASE ST
1179B039	Y	MAYOR AND CITY COUNCIL OF	421 E CHASE ST
1179B040	Y	MAYOR AND CITY COUNCIL OF	419 E Chase St
1179B041	Y	MAYOR AND CITY COUNCIL OF	417 E Chase ST

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1179B042	Y	MAYOR AND CITY	415 E CHASE ST
		COUNCIL OF	
1179B043	Y	MAYOR AND CITY	409 E CHASE ST
		COUNCIL OF	
1179B044	Y	MAYOR AND CITY	407 E Chase St
		COUNCIL OF	
1180 001	Y	ST. FRANCES ACADEMY, INC	500 E EAGER ST
1180 002	Y	MAYOR AND CITY	502 E EAGER ST
		COUNCIL OF	
1180 003	Y	MAYOR AND CITY	504 E EAGER ST
		COUNCIL OF	
1180 004	Y	MAYOR AND CITY	506 E EAGER ST
		COUNCIL OF	
1180 005	Y	OBLATE SISTERS OF PROVIDENCE	508 E EAGER ST
1180 006	Y	OBLATE SISTERS OF PROVIDENCE OF	510 E EAGER ST
1180 007	Y	ST. FRANCES ACADEMY, INC.	512 E EAGER ST
1180 008	Y	ST. FRANCES ACADEMY, INC.	514 E Eager St
1180 009	Y	ST. FRANCES ACADEMY, INC.	516 E Eager ST
1180 025	Y	MAYOR AND CITY	1021 BRENTWOOD AVE
		COUNCIL OF	
1180 026	Y	MAYOR AND CITY	1019 BRENTWOOD AVE
		COUNCIL OF	
1180 027	Y	ST. FRANCES ACADEMY, INC	1017 BRENTWOOD AVE
1180 029	Y	ST. FRANCES ACADEMY, INC	1013 BRENTWOOD AVE
1180 030	Y	MAYOR AND CITY	1011 BRENTWOOD AVE
		COUNCIL OF	
1180 033	Y	MAYOR AND CITY	1005 BRENTWOOD AVE
		COUNCIL OF	

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Housing and - cont'd  
Community Development

1180 034	Y	MAYOR AND CITY	1003
		COUNCIL OF	BRENTWOOD AVE
1181 001	Y	OBLATE SISTERS OF	600 E EAGER ST
		PROVIDENCE	
1181 002	Y	OBLATE SISTERS OF	602 E EAGER ST
		PROVIDENCE	
1181 003	Y	ST. FRANCES ACADEMY, INC.	604 E EAGER ST
1181 004	Y	ST. FRANCES ACADEMY, INC.	606 E EAGER ST
1181 005	Y	ST. FRANCES ACADEMY, INC.	608 E EAGER ST
1181 006	Y	OBLATE SISTERS OF	610 E Eager St
		PROVIDENCE	
1181 007	Y	ST. FRANCES ACADEMY, INC.	612 E Eager St
	Y	ST. FRANCES ACADEMY, INC.	614 E Eager St
1181 009	Y	OBLATE SISTERS OF	616 E EAGER ST
		PROVIDENCE	
1181 010	Y	MAYOR AND CITY	618 E EAGER ST
		COUNCIL OF	
1181 011	Y	BREWER, JAMES E	620 E EAGER ST
1181 012	Y	MAYOR AND CITY	622 E EAGER ST
		COUNCIL OF	
1181 013	Y	MAYOR AND CITY	624 E EAGER ST
		COUNCIL OF	
1181 014	Y	MAYOR AND CITY	626 E EAGER ST
		COUNCIL OF	
1181 042	Y	INOA PAULINO, LLC	611 E CHASE ST
1181 043	Y	JOVIAL, LLC	609 E CHASE ST
1181 049	Y	OBLATE SISTERS OF	1037 FORREST ST
1181 050	Y	OBLATE SISTERS OF	1035 FORREST ST

# AGENDA

## BOARD OF ESTIMATES

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Department of Housing and - cont'd  
Community Development

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1181 051	Y	OBLATE SISTERS OF	1033 ST	FORREST
1181 052	Y	OBLATE SISTERS OF PROVIDENCE	1031 ST	FORREST
1181 053	Y	OBLATE SISTERS OF	1029 ST	FORREST
1181 054	Y	OBLATE SISTERS OF	1027 ST	FORREST
1181 055	Y	OBLATE SISTERS OF	1025 ST	FORREST
1181 056	Y	OBLATE SISTERS OF	1023 ST	FORREST
1181 057	Y	OBLATE SISTERS OF	1021 ST	Forrest
1181 058	Y	OBLATE SISTERS OF	1019 ST	FORREST
1181 059	Y	OBLATE SISTERS OF	1017 ST	FORREST
1181 060	Y	OBLATE SISTERS OF	1015 ST	FORREST
1181 061	Y	OBLATE SISTERS OF	1013 ST	FORREST
1181 062	Y	OBLATE SISTERS OF	1011 St	Forrest
1181 063	Y	OBLATE SISTERS OF	1009 St	Forrest
1181 064	Y	OBLATE SISTERS OF	1007 ST	FORREST
1181 065	Y	OBLATE SISTERS OF	1005 ST	FORREST
1181 066	Y	OBLATE SISTERS OF	1003 ST	FORREST
1181 067	Y	OBLATE SISTERS OF	1001 ST	FORREST
1181 068	Y	OBLATE SISTERS OF	1002 Pl	Nursery
1181 069	Y	OBLATE SISTERS OF	1004 PL	NURSERY
1181 070	Y	OBLATE SISTERS OF	1006 PL	NURSERY

# AGENDA

## BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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1181 071	Y	OBLATE SISTERS OF	1008 NURSERY PL
1181 072	Y	OBLATE SISTERS OF	1010 NURSERY PL
1181 073	Y	OBLATE SISTERS OF	1012 NURSERY PL
1181 074	Y	OBLATE SISTERS OF PROVIDENCE OF	1014 NURSERY PL
1181 074A	Y	MAYOR AND CITY COUNCIL OF	Descriptive Address
1182 019	Y	GREAT LAKES INVESTMENTS, LLC	1045 GREENMOUNT AVE
1182 020	Y	GREAT LAKES INVESTMENTS, LLC	1047 GREENMOUNT AVE
1182 024	Y	MAYOR AND CITY COUNCIL OF	701 E CHASE ST
1182 025	Y	MAYOR AND CITY COUNCIL OF	703 E CHASE ST
1182 029	Y	BUTLER MANAGEMENT, LLC	711 E CHASE ST
1182 060	Y	MAYOR AND CITY COUNCIL OF	1040 HUBBARD AL
1182 061	Y	KAFOUROS, IOANNIS JOHN	1037 HUBBARD AL
1182 063	Y	KAFOUROS, IOANNIS JOHN	1031 HUBBARD AL
1182 064	Y	KAFOUROS, IOANNIS JOHN	1025 HUBBARD AL
1183 016	Y	MAYOR AND CITY COUNCIL OF	807 E CHASE ST
1183 023	Y	MAYOR AND CITY COUNCIL OF	821 E CHASE ST
1183 026	Y	MAYOR AND CITY COUNCIL OF	827 E CHASE ST
1183 029	Y	MAYOR AND CITY COUNCIL OF	833 E CHASE ST

**AGENDA****BOARD OF ESTIMATES****10/02/2019**

Department of Housing and - cont'd  
Community Development

1183 034	Y		MAYOR AND COUNCIL OF	CITY 1046 ST	VALLEY
1183 036		Y	MAYOR AND COUNCIL OF	CITY 1042 ST	VALLEY
1183 037		Y	MAYOR AND COUNCIL OF	CITY 1040 ST	VALLEY
1183 050		Y	MAYOR AND COUNCIL OF	CITY 1014 ST	VALLEY
1183 051		Y	MAYOR AND COUNCIL OF	CITY 1000 ST	VALLEY
1184 038	Y		WORRELL, GREGORY	943 E CHASE ST	
1184 044	Y		OKORO, GODWIN	931 E CHASE ST	
1184 046	Y		YINESU, NIGEST	927 E CHASE ST	
1184 047	Y		INBROOK HOMES, LLC	925 E CHASE ST	

**BACKGROUND/EXPLANATION:**

Rebuild Johnston Square Partners, LLC was formed to revitalize and rebuild the Johnston Square community.

The Developer will renovate and redevelop the vacant buildings and lots for both residential and commercial uses including home ownership. The purchase price and improvements to use the site will be funded through public and private funds. The deal includes a seller take back mortgage component with a forgivable element for end-use owner occupants. The total aggregate amount of the seller take back mortgage could potentially be \$1,446,000.00 over anticipated 10-year period of the LDA. The City will acquire privately owned properties in this transaction subject to funding availability.

This will provide a comprehensive approach to prevent or eliminate blight by coordinating the revitalization of the Johnston Square community through a combination of rehabilitation and redevelopment for benefit of low- and moderate- incomes individuals and families.

The authority to sell these properties is within Article 13, § 2-7(f) and (h) and Article 28, § 8 of the Baltimore City Code; and the Johnston Square Urban Renewal Plan.



## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Department of Housing and - cont'd  
Community Development

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

The properties are primarily comprised of either residential vacant lots or residential vacant buildings.

Pursuant to the Appraisal Policy of Baltimore City the Waiver Valuation Process was used and the Department determined the three-story vacant buildings were valued at \$8,300.00, two-story vacant buildings were valued at \$8,000.00, vacant lots were valued at \$4,500.00. The two- and three-story vacant buildings are being sold for \$6,000.00 each and vacant lots will be sold for \$2,000.00.

The properties will be sold below the waiver valuation price for the following reasons:

- the renovations will be to the specific benefit to the immediate community,
- eliminate blight from the neighborhood, and
- will return vacant buildings and lots to the tax rolls.

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

**GOALS SET MBE: 27% AND WBE: 10%**

The Developer agrees to comply with all MBE/WBE requirements.

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

#### Department of Transportation (DOT) - Developers' Agreements

The Board is requested to approve and authorize execution of the various Developers' Agreements.

<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1. VILLAGE CENTER DEVELOPMENT, LLC	1565	\$121,765.00

Village Center Development, LLC would like to install sanitary sewer and streetscape improvements to its proposed new building located at 1100 East 33<sup>rd</sup> Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$121,765.00 has been issued to Village Center Development, LLC, which assumes 100% of the financial responsibility.

2. MIPAZ 500, LLC	1637	\$ 15,528.00
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Mipaz 500, LLC would like to install new water service to its proposed new building located at 404 East Baltimore Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$15,528.00 has been issued to Mipaz 500, LLC, which assumes 100% of the financial responsibility.

#### MBE/WBE PARTICIPATION:

City funds will not be utilized for the projects. Therefore, MBE/WBE participation is not applicable.

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

## AGENDA

### BOARD OF ESTIMATES

10/02/2019

Department of Finance - Baltimore Tourism Improvement  
District FY 2020 Financial Plan

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

The Board is requested to approve and authorize execution of the Baltimore Tourism Improvement District's Fiscal 2020 Financial Plan and Special Assessment Rate of gross short-term room rental revenue. The period of the proposed Financial Plan is December 1, 2019 through June 30, 2020.

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

N/A

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

The Board of Estimates has the authority to approve the annual financial plan and special assessment tax rates for the Baltimore Tourism Improvement District (BTID). The BTID includes all assessed businesses, existing and in the future, available for public occupancy within the boundaries of Baltimore City. The proposed Financial Plan is based on a partial year from December 1, 2019 through June 30, 2020. The Fiscal 2020 proposal assumes the special assessment charge of 2 percent of gross short-term room rental revenue of which the BTID anticipates generating \$3,750,000.00 in revenue from December 2019 through June 2020.

The Fiscal 2020 Financial Plan proposes \$3,750,000.00 in total expenses between December 2019 and June 2020. Special assessment funds will support marketing, sales other promotional programs and activities to increase tourism in the BTID or specifically benefit assessed businesses. The proposal allocates, \$1,650,000.00 in marketing and advertising service, \$1,936,250.00 in sales and destination development programs available to assess businesses, \$107,500.00 in administration & operations support and \$56,250.00 to meet its legally required City administration fee.

The FY 2020 budget was presented to the community at the public hearing held on Monday, September 23, 2019 and approved by the District Management Committee on the same date.

The Department of Finance recommends the BTID's proposed Fiscal 2020 financial plan and special assessment rate for approval.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Finance - cont'd

<b>Baltimore Tourism Improvement District</b>	<b>FY20 Budget</b>
<b><u>REVENUE</u></b>	
2% BTID Assessment of Avg. Hotel Tax	3,750,000
<b><u>TOTAL REVENUE</u></b>	3,750,000
<b><u>EXPENSE</u></b>	
<u>Marketing &amp; Advertising</u>	
Leisure Marketing and Convention Trade: Production	225,200
Leisure Marketing and Convention Trade: Media Buys	800,000
Social media, event & experiential marketing	180,160
International Sales, Marketing, and PR	267,520
Web enhancements	22,520
Creative Devpt/New brand	112,600
Product & Travel promo mtl	42,000
Total Marketing & Ads	1,650,000
<u>Sales &amp; Destination Development</u>	
Financial Commitments for High Impact Groups	1,000,000
Hosting Strategic Industry events	375,000
Sales Missions/FAM	111,000
International Sales/FAM; Hills Balfour PR; CR USA	111,000
Beautification	100,000
Wayfinding Signage and Visitor Experience	100,000
Safety and Security	139,250
Total Sales	1,936,250
<u>Admin &amp; Operations</u>	
Advocacy/Lobbyist	75,000
ROI Measurement & Reporting/Adara	32,500
Total Admin & Operations	107,500
<u>City Fee 1.5%</u>	56,250
<b><u>TOTAL EXPENSE</u></b>	3,750,000
<b><u>SURPLUS (DEFICIT)</u></b>	0

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

Department of Finance - Minor Revisions to AM Policies 402-2,  
403-1, 406-1 and 406-1-1

**ACTION REQUESTED OF B/E:**

The Board is requested to approve revisions to AM Policies 402-2, 403-1, 406-1 and 406-1-1.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

These policies are overseen by the Bureau of Accounting and Payroll Services, (BAPS) and concern issues such as Expenditure Authorization requests and Journal Entries.

The BAPS recently reviewed AM policies 402-2, 403-1, 406-1 and 406-1-1 and recommended some minor changes.

**MBE/WBE PARTICIPATION:**

N/A

  
**a**

AM-402-2

**m Payee on Checks/ACH/Wires for Grant Program****PURPOSE**

The administering City Agency representative expecting a check in payment for a grant program must instruct the issuing party to make the check payable to the DIRECTOR OF FINANCE.

Checks are to be sent directly to:

Director of Finance  
c/o Bureau of Accounting and Payroll Services  
401 E. Fayette Street  
5th Floor  
Baltimore, MD 21202

If the administering City Agency is expecting a wire or ACH payment for a grant program, the agency must make arrangements with the grantor to work with Treasury to solidify the process for incoming wire submission to the City. The wire should specify the receiving Agency and the program for which the payment is being made.

The Agency, after submission of the draw down/reimbursement document to the grantor, must notify the Bureau of Accounting and Payroll Services through the email account [CitywireACH@Baltimorecity.gov](mailto:CitywireACH@Baltimorecity.gov). This notification must be sent to BAPS for all payments expected including checks, wires and ACH. The information required by BAPS to be included in the notification for timely and proper application of funds are:

Grant Award #  
Catalog of Federal Domestic Assistance # (CFDA #)  
Grantor Name sending the payment;  
Payment method (check or wire/ACH);  
Date of the request to the grantor;  
General ledger revenue account number to be used;  
Recipient Agency contact name, phone number, and email address in case of questions.

If the party issuing a check sends it directly to the recipient Agency, the administering Agency representative should initiate the steps outlines in AM-402-2-1.

  
*a*

AM-403-1

*m Expenditure Authorization Request For Capital Projects***PURPOSE**

AN EXPENDITURE AUTHORIZATION REQUEST/CHANGE ORDER must be completed for all contract expenditures from the capital budget with the exception of Real Estate Contracts.

The purpose of this request is to: (1) serve as a document for the recording of all approval signatures necessary for the execution of the contract and subsequent changes; and (2) supply the Bureau of Accounting and Payroll Services with the necessary information for the encumbrance of required funds.

**SUBMISSION**

The EXPENDITURE AUTHORIZATION REQUEST must be submitted by the Agencies/Departments to the Bureau of Accounting and Payroll Services (BAPS).

If the contract requires Board of Estimates approval (contract execution amounts greater than \$100,000 and change order amounts greater than \$25,000), BAPS will certify funding availability and ready the form for pick up by the requesting Agency/Department. The requesting Agency/Department will deliver the EXPENDITURE AUTHORIZATION REQUEST/ CHANGE ORDER to the following for approval:

Change Order Review Committee – In the case of a CHANGE ORDER.  
Board of Estimates – In the case of a contract execution.

Upon receipt of the approved copy of the EXPENDITURE AUTHORIZATION REQUEST, BAPS will encumber the required funds.

If the contract or CHANGE ORDER does not require Board of Estimates approval, BAPS will encumber the required funds upon initial receipt of the EXPENDITURE AUTHORIZATION REQUEST.

*a*

AM-406-1

*m**Journal Entry*

A Journal Entry is used to transfer funds between general ledger accounts and is processed within the Core Integrator system.

The primary uses of a journal entry are:

1. Billing of one agency to another agency for services rendered.
2. Correction of errors.
3. Allocation of costs accumulated in one expenditure account to another expenditure account.
4. Accrual of accounts payable or accounts receivable.
5. Allocation of revenue accumulated in one revenue account to another revenue account.

**RELATED POLICY**

AM-419-1 BUDGET ACCOUNT NUMBER



*a*

AM-406-1-1

*m**Processing a Journal Entry***FOR INTERDEPARTMENTAL JOURNAL ENTRY PROCESSING**

RESPONSIBILITY	ACTION
Agency	<ol style="list-style-type: none"><li>1. All Journal Entries are processed on-line through Core Integrator. Complete instructions are available in Core Integrator through the 'Help' tab.</li><li>2. Journal Entries must be approved by an Agency supervisor before submitting to the Bureau of Accounting and Payroll Services (BAPS).</li></ol>
Accounting	<ol style="list-style-type: none"><li>3. BAPS reviews Journal Entries in Core Integrator and verifies appropriate supporting documentation. The entry is then posted.</li></ol>

Attachment 1

Revisions to AM Policies 402-2, 403-1, 406-1 and 406-1-1

AM 402-2-Payee on Checks/ACH/Wires for Grant Program

- New language has been added regarding the wire/ACH/check payments for the grant program. Checks will now be made payable Director of Finance c/o the Bureau of Accounting and Payroll Services (BAPS), no longer c/o Collection Division.
- New language has been added stating that a City agency is expecting a wire of ACH payment for a grant program; the agency must make arrangements with the Grantor and Treasury to solidify the process for the incoming wire submission to the City.
- New language has been added regarding the notification from the agency that must be sent to BAPS via email to [CitywireACH@baltimorecity.gov](mailto:CitywireACH@baltimorecity.gov), after submission of draw down/reimbursement document to Grantor. Language includes required information that must be included in the notification, per BAPS, for timely and proper application of funds (includes Grantor name sending payment, payment method, date of request of grantor, general ledger revenue account to be used, recipient agency contact information).

403-Expenditure Authorization Request

404-Purpose-Revised format of language to sentence form, now states that an EA request/change order must be included for all contract expenditures from the capital budget with the exception of Real Estate contracts.

405-Submission-revised language, now states that EA request must be submitted by the agencies/departments to the BAPS.

406-Submission-Additional language has been added, "if the contract requires Board of Estimates approval (contract execution amounts greater than \$25,000 and change order amounts greater than \$100,000), BAPS will certify funding availability and ready the form for pick up by the requesting Agency/Department. The requesting Agency/Department will deliver the EXPENDITURE AUTHORIZATION REQUEST/CHANGE ORDER to the following for approval:"

Change Order Review Committee – In the case of a CHANGE ORDER.  
Board of Estimates – In the case of a contract execution.

406-1-Journal Entry

- Revised language-A Journal Entry is used to transfer funds between **general ledger accounts and is processed within the Core Integrator system.**
- Revised Language- The primary uses of a journal entry are:
  1. Billing of one agency to another agency for services rendered.
  2. Correction of errors.
  3. Allocation of costs accumulated in one **expenditure account to another expenditure account.**
  4. Accrual of accounts payable or accounts receivable.
  5. Allocation of revenue accumulated in one revenue **account to another revenue account.**

406-1-1-Processing of a Journal Entry

\*\*\*Revised language due to the switch over to Core Integrator from Dynamics\*\*\*

## FOR INTERDEPARTMENTAL JOURNAL ENTRY PROCESSING

RESPONSIBILITY	ACTION
Agency	1. All Journal Entries are <b>processed on-line through Core Integrator. Complete instructions are available in Core Integrator through the 'Help' tab.</b>  2. Journal Entries must be approved by an Agency supervisor <b>before submitting</b> to the Bureau of Accounting and Payroll Services (BAPS).
Accounting	3. <b>BAPS reviews Journal Entries in Core Integrator and verifies appropriate supporting documentation.</b> The entry is then posted.

**AGENDA****BOARD OF ESTIMATES****10/02/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Office of Information Technology</u>			
1. You Lu	Gartner IT Symposium/ Xpo Orlando, FL Oct. 19 - Oct. 25, 2019 (Reg. Fee \$0.00)	General Funds	\$1,487.84

The hotel cost of \$762.00, hotel taxes of \$15.87 per night and airfare cost of \$204.59 were prepaid on a City-issued procurement card assigned to Ms. Charmane Baker. The registration fee is covered by the annual membership dues. Therefore, You Lu will be disbursed \$426.00.

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. Brittany Grant	Workday Human Capital Management Training New York, NY Oct. 6 - 11, 2019 (Reg. Fee \$0.00)	Capital Funds	\$2,071.31
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The Department is requesting the cost of the hotel, which is \$229.00 for the nights of October 6 - 7, 2019, \$295.00 for the nights of October 8 - 9, 2019, and \$259.00 for the night of October 10, 2019 and \$40.00 for meals and incidentals each day, which is less than the allowed subsistence rate of \$364.00 per day.

**AGENDA****BOARD OF ESTIMATES****10/02/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Baltimore City Office of Information Technology - cont'd

The transportation cost of \$294.00, the hotel cost of \$1,307.00, and the hotel tax of \$210.31 were prepaid using a City-issued credit card assigned to Ms. Charmaine Baker. Therefore, the disbursement to Ms. Grant is \$260.00.

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.

Law Department

3. Elizabeth Walden	Third Annual Consent Decree Conference: Police Reform and Beyond Fort Worth, TX Oct. 16 - 18, 2019 (Reg. Fee \$0.00)	General Funds	\$883.97
4. Kristin Blumer	Third Annual Consent Decree Conference: Police Reform and Beyond Fort Worth, TX Oct. 16 - 18, 2019 (Reg. Fee: \$0.00)	General Funds	\$969.27

The subsistence rate for this location is \$225.00 per night. The cost of the hotel is \$219.00 for October 16, 2019 and \$199.00 for October 17, 2019 plus hotel taxes of \$36.155 per night.

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**TRAVEL REQUESTS**

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

The airfare in the amount of \$338.96 and the total hotel costs were prepaid on a City-issued credit card assigned to Ms. Tonya Allen. The Department is requesting additional subsistence of \$34.00 for October 16, 2019 and \$14.00 for October 17, 2019 for meals and incidentals. Therefore, Ms. Blumer will be disbursed \$140.00.

Department of Finance

5. Stephen Kraus	Workday Rising 2019 Orlando, FL Oct. 14 - 17, 2019 (Reg. Fee \$0.00)	In Ser- vice Training	\$1,624.81
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The subsistence rate for this location is \$188.00 per day. The hotel cost is \$290.03 per night, plus hotel taxes of \$36.25 per day. The Department is requesting additional subsistence of \$102.03 per day for hotel costs and \$40.00 per day for meals and incidentals. The airfare cost of \$465.96, hotel cost of \$870.00 and hotel taxes of \$36.25 per day were prepaid on a City-issued procurement card assigned to Mr. Robert Cenname. Therefore, Mr. Kraus will be disbursed \$180.00.

Health Department

6. Catherine Watson	Healthy Teen Network Conference New Orleans, LA Oct. 28 - 31, 2019 (Reg. Fee 679.00)	Family Planning Special Needs	\$1,710.10
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The subsistence rate for this location is \$221.00 per day. The hotel cost is \$156.00 per night, plus hotel taxes of \$23.17 and occupancy tax of \$3.00 per day.

**AGENDA****BOARD OF ESTIMATES****10/02/2019****TRAVEL REQUESTS**

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

Ms. Watson personally incurred the cost of the airfare and hotel costs. The registration fee of \$679.00 was paid on P.O. No. R834236. Therefore, Ms. Watson will be disbursed \$1,031.10.

Department of Planning

7. Lisa McNeilly	Urban Sustainability Directors Network (USDN) 2019 Meeting Detroit, MI Oct. 27 - 30, 2019 (Reg. Fee \$0.00)	General Funds	\$ 60.00
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USDN CORE participants can attend this meeting at no cost. The airfare cost, hotel cost and meals are being paid for by the sponsor Urban Sustainability Directors Network. The Department is only requesting \$60.00 for ground transportation.

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.

8. Holly Freishtat	Milan Urban Food Policy Pact Mayors Summit Montpelier, France Oct. 4 - 11, 2019 (Reg. Fee \$0.00)	Non-City Fund	\$ 0.00
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**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**TRAVEL REQUESTS**

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

Ms. Freishtat will be presenting at the summit. A grant through the Fondazione Cariplo will pay the cost of airfare, ground transportation, hotel accommodations and meals during the summit, the Baltimore Community Foundation is the fiscal agent. 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. City funds will not be expended.

9.	David Christopher Ryer	20 <sup>th</sup> Annual Big City Planning Directors' Institute Cambridge, MA Oct. 26 - 29, 2019 (Reg. Fee \$0.00)	Non-City Fund	\$	0.00
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The Lincoln Institute of Land Policy will pay the cost of airfare, ground transportation, hotel accommodations and meals during the forum. City funds will not be expended.

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



**AGENDA****BOARD OF ESTIMATES****10/02/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Human Resources</u>			
10. Quinton M. Herbert	Workday Rising Orlando, FL Oct. 13 - 17, 2019 (Reg. Fee \$0.00)	Capital Funds	\$1,248.46

The subsistence rate for this location is \$188.00 per night. The cost of the hotel is \$149.00 per night plus taxes of \$18.62 per night. The Department is requesting additional subsistence of \$1.00 per day for meals and incidentals.

The airfare cost of \$357.96, hotel cost of \$596.00, and hotel tax is \$74.50. Therefore, the disbursement to Mr. Herbert is \$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.

**RETROACTIVE TRAVEL/TRAVEL REIMBURSEMENT**Department of General Services

11. Abrar Abukhdeir	Government Fleet Expo and Conference New Orleans, LA June 16 - 20, 2019 (Reg. Fee \$595.00)	Internal Service Fund	\$1,723.63
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# **AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

## **RETROACTIVE TRAVEL/TRAVEL REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services - cont'd</u>			
Mr. Abukhdeir traveled to New Orleans, Louisiana to attend the Government Fleet Expo and Conference from June 16 - 20, 2019.			
The subsistence rate for this location was \$232.00 per night. The cost of the hotel was \$144.00 per night for June 16 - 18, 2019 and \$149.00 for June 19, 2019. The hotel taxes were \$22.89 per night for June 16 - 18, 2019 and \$24.65 for June 19, 2019.			
Mr. Abukhdeir personally incurred the costs of the airfare in the amount of \$293.96, the hotel costs, the hotel taxes, the registration fee, and ground transportation. Therefore, Mr. Abukhdeir will be reimbursed \$1,723.63.			

## **TRAVEL REIMBURSEMENT**

\$ 293.96 - Airfare
432.00 - Hotel (\$144.00 x 3 for 6/16/19 - 6/18/19)
68.67 - Hotel taxes (\$22.89 x 3 for 6/16/19 - 6/18/19)
149.00 - Hotel (cost for 6/19/19)
24.65 - Hotel tax (6/19/19)
595.00 - Registration fee
160.35 - Ground Transportation
<b><u>\$1,723.63 - Total</u></b>

This request is late because of staffing changes and administrative delays.

## Office of the State's Attorney for Baltimore City

12. Lisa Marts	Maryland Human Trafficking Investigators Seminar Ocean City, MD Apr. 15 - 18, 2019 (Reg. Fee \$0.00)	Asset Fort-feiture Funds	\$ 602.97
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**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

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

Ms. Marts traveled to Ocean City, Maryland to attend the Maryland Human Trafficking Investigators Seminar from April 15 - 18, 2019.

The subsistence rate for this location was \$172.00 per night. The cost of the hotel was \$92.00 per night plus hotel taxes of \$29.66 per night. The hotel costs were prepaid on a City issued procurement card assigned to Ms. Robin Haskins.

Ms. Marts personally incurred the costs of ground transportation and meals and incidentals. Therefore, Ms. Marts will be reimbursed \$237.99.

**TRAVEL REIMBURSEMENT**

\$160.24 - Mileage (147 x 2 x 0.545)  
77.75 - Meals and incidentals  
**\$237.99 - Total**

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA****BOARD OF ESTIMATES****10/02/2019****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Employees' Retirement System (ERS)</u>			
13. Nichelle Lashley	65th Annual Employee Benefits Conference San Diego, CA Oct. 19 - 24, 2019 (Reg. Fee: \$1,595.00)	Special Funds - ERS	\$3,685.00

The subsistence rate for this location is \$231.00 per night. The cost of the hotel is \$204.00, plus hotel taxes of \$26.01 per night. Ms. Lashley will remain at the hotel on October 23, 2019 at her own expense.

The airfare in the amount of \$624.96 was prepaid on a City issued credit card assigned to Ms. Adetutu Talabi. The registration fee in the amount of \$1,595.00, a required \$400.00 hotel deposit, and the annual membership fee in the amount of \$325.00 was prepaid by check to the International Foundation of Employee Benefits, by the ERS. The Department is requesting additional subsistence of \$13.00 per day for meals and incidentals.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/02/2019**

**PROPOSALS AND SPECIFICATIONS**

1. Department of Transportation - TR 19017, Conduit System  
Reconstruction at Various  
Locations Citywide (JOC)  
**BIDS TO BE RECV'D: 10/30/2019**  
**BIDS TO BE OPENED: 10/30/2019**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**