

NOTICES :

1. On January 22, 2014, the Board of Estimates approved the Resolution on the Regulation of Board of Estimates Meetings and Protests, effective February 05, 2014. Pursuant to the Resolution:

a. Anyone wishing to speak before the Board, whether individually or as the spokesperson of an entity must notify the Clerk of the Board in writing no later than noon on the Tuesday preceding any Board meeting, or by an alternative date and time specified in the agenda for the next scheduled meeting. The written protest must state (1) whom you represent and the entity that authorized the representation; (2) what the issues are and the facts supporting your position; and (3) how the protestant will be harmed by the proposed Board action.

b. Matters may be protested by a person or any entity directly and specifically affected by a pending matter or decision of the Board. In order for a protest to be considered, the protestant must be present at the Board of Estimates meeting at 9:00 A.M., in Room 215, City Hall.

c. A Procurement Lobbyist, as defined by Part II, Sec. 8-8 (c) of The City Ethics Code must register with the Board of Ethics as a Procurement Lobbyist in accordance with Section 8-12 of The City Ethics Code.

The full text of the Resolution is posted in the Department of Legislative Reference, the President of the Board's web site, (http://www.baltimorecitycouncil.com/boe_agenda.htm) and the Secretary to the Board's web site (<http://www.comptroller.baltimorecity.gov/BOE.html>).

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

BOARD OF ESTIMATES' AGENDA - JUNE 27, 2018

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:

Mid-Atlantic Electrical Contracting, Inc.	\$940,000.00
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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:

DMY Engineering Consultants, Inc.	Engineer
Ross Technical Services, Inc.	Engineer
Urban Engineers, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

06/27/2018

Employees' Retirement System - Administrative Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Retirement Savings Plan and Deferred Compensation Plan to approve an Administrative Services Agreement with Nationwide Retirement Solutions, Inc. for recordkeeping services for the City's Retirement Savings Plan and Deferred Compensation Plan.

AMOUNT OF MONEY AND SOURCE:

\$128,000.00 - approximately
(annually)

BACKGROUND/EXPLANATION:

The Board of Trustees of the Retirement Savings Plan and Deferred Compensation Plan conducted a search for a new record keeper for the Plans and, as a result of that search, the Board unanimously selected Nationwide Retirement Solutions, Inc. The search and selection was conducted with the assistance and advice of the Plans' investment advisor, Segal Advisors.

MWBOO SET GOALS OF 16% FOR MBE AND 6% FOR WBE.

MBE: FRS Partners, LLC	\$20,480.00	16%
WBE: Curry Printing and Copy Center	\$ 7,680.00	6%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Fire and Police Employees' - Subscription Agreement
Retirement System (F&P)

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the F&P to approve a Subscription Agreement for its investment in the Columbia Capital Equity Partners VII (QP), L.P., a Delaware limited partnership.

AMOUNT OF MONEY AND SOURCE:

\$8,000,000.00 - (approximately) of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

All funds and expenses will be expended from the F&P. Columbia Capital, L.P. will be managing an initial investment of \$8,000,000.00 of F&P funds in Columbia Capital Equity Partners VII (QP), L.P., a communications infrastructure private equity fund.

The F&P Board of Trustees conducted a search for a private equity investment manager and, as a result of that search, selected Columbia Capital, L.P. to accept an initial investment of \$8,000,000.00 to be placed with Columbia Capital Equity Partners VII (QP), L.P. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group.

MWBOO GRANTED A WAIVER.

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

TRANSFERS OF FUNDS

* * * * *

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

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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

06/27/2018

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department OF General Services</u>		
1. \$150,000.00	9916-904845-9194	9916-902966-9197
3 rd Public	Capital Constr.	Mitchell Courthouse
Building Loan	& Maintenance	Jury Room Reno-
	(Reserve)	vation (Active)

This transfer will provide funds to the Department for the renovations of the jury room at Mitchell Courthouse and all associated in-house costs. The court is seeing an increase in the number of trials being held. In order to accommodate the additional jurors required for these trials, an additional assembly area is needed.

Department of Housing and Community Development

2. \$ 22,000.00	9910-902985-9587	9910-907149-9588
Mayor and City	Housing Dev.	Land Resources
Council Revenue	(Reserve)	- Blight

This transfer will provide funding in accordance with the FY 2018 Ordinance of Estimates to support blight elimination efforts performed by the Land Resources Division.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of General Services - Design and Construction
Division Agreement for Project
1803, On-Call Architectural
Design Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Design and Construction Division Agreement for Project 1803, On-Call Architectural Design Services (Agreement) with Sanders Designs, P.A., (Consultant). The period of the Agreement is effective upon Board approval for four years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 - upset limit

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require architectural design services to modify, upgrade, or repair their facilities. Typically the work is limited in scope and/or of an urgent nature, which in either case should not be postponed until the customary architectural selection process can be executed.

Under this agreement, the call for these services will be made as needs are identified. The costs of services rendered will be negotiated as a not-to-exceed price for each task assigned. Fees will be based on actual payroll rates. The payroll rates and multiplier have been reviewed by the Department of Audits.

The Agreement period will be four years, however any project started within the initial four-year period may continue beyond the four year time frame until completion.

The total fee for this Agreement will not exceed \$2,000,000.00 without a formal amendment. The Consultant was selected pursuant to the Architect and Engineering Awards Commission procedures.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of General Services - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 18% MBE 10% WBE.

MBE: Min Engineering, Inc.	\$0.00-\$360,000.00	0-18%
Kumi Construction Management Corporation	<u>0.00-\$360,000.00</u>	<u>0-18%</u>
	\$0.00-\$360,000.00	0-18%

(in the aggregate)

WBE: Carroll Engineering, Inc.	\$0.00-\$200,000.00	0-10%
MK Consulting Engineers, LLC	<u>0.00-\$200,000.00</u>	<u>0-10%</u>
	\$0.00-\$200,000.00	0-10%

(in the aggregate)

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW THE TASK ASSIGNMENTS.

(The Design and Construction Division Agreement for Project 1803, On-Call Architectural Design Services has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Transportation - Amendment No. 1 to Grant Agreement under the Maryland Bikeways Program

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Grant Agreement under the Maryland Bikeways Program (Amendment No. 1) with the Maryland Department of Transportation (MDOT). Amendment No. 1 will extend the period of the Agreement through when all payments under the grant have been made or on December 31, 2019, whichever is sooner.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On March 15, 2017, the Board approved a Grant Agreement in connection with the Martin Luther King, Jr. Sidepath Design Project.

The Maryland Department of Transportation granted the Department \$41,280.00 for completion of a Feasibility Analysis Report and Concept Plans for a 2-mile section of sidewalk on the west side of Martin Luther King, Jr. Boulevard between Russell Street and Eutaw Street. The Feasibility Analysis Report and Concept Plans are to be submitted to MDOT for review and comment. In addition the Department completes 30% of Design Plans for the Project area, prepares quarterly status reports, and final reports, as requested by the MDOT, and monitoring and supervision compliance with all provisions in the Grant Agreement.

Invoices/requests for reimbursement submitted by the City after the grant termination date will be identified as a disallowed cost and not processed for payment by MDOT.

AUDITS NOTED THE NO-COST TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release of an action brought by Ms. Rhonda Knox against the Baltimore City Department of Transportation for alleged violations of Title VII of the Civil Rights Act of 1964.

AMOUNT OF MONEY AND SOURCE:

\$92,500.00 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

The Claimant, a current Parking Control Supervisor at the DOT, filed a lawsuit alleging that she had been sexually harassed and subjected to offensive unwanted touching by a male supervisor. That supervisor is no longer employed with the City.

While the City disputes its liability, many of the alleged facts are deeply concerning to the City. Accordingly, to avoid the time, expense, and uncertainty of further administrative agency action and potential litigation and appeals, the parties agreed to settle this matter for a total sum of \$125,000.00, with the City of Baltimore responsible for paying \$92,500.00 of that amount.

The alleged harasser has agreed to pay \$32,500.00 of his own funds toward the settlement. In return, Claimant has agreed to dismiss the lawsuit and execute a general release of all related claims and a covenant not to sue against all defendants. The Department of Transportation's leadership agrees with the Law Department that the settlement is in the best interest of the City.

Based on a thorough review of the legal and factual issues specific to this particular claim, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth above.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Transportation - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement (Amendment No. 2) with WSP USA, Inc. (formerly Parsons Brinckerhoff, Inc.) under Project 1225 On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. Amendment No. 2 will extend the period of the agreement through July 21, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On July 22, 2015, the Board approved the original agreement in the amount of \$1,000,000.00 for a period of two years. WSP USA, Inc. assisted the Department in providing various on-call engineering services for proposed improvements to the City's system of streets and highways.

On August 16, 2017 the Board approved Amendment No. 1 for a one-year time extension to complete ongoing services.

Amendment No. 2 will allow for continued design services of in-design projects.

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%

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Transportation - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Transportation - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with Henry R. Chaudron, Jr., and Susan A. Chaudron of 2340 Hoover Lane, Glen Arm, Maryland 21057.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Transportation is proposing to enter on to the property owned by Henry R. Chaudron, Jr., and Susan A. Chaudron located at 2340 Hoover Lane, Glen Arm, Maryland 21057 for the purpose of performing construction work associated with Contract No. TR-11031-R, Loch Raven Watershed Culvert Repairs.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Transportation - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with Elaine P. Smith of 11012 Glen Arm Road, Glen Arm Maryland 21057.

AMOUNT OF MONEY AND SOURCE

N/A

BACKGROUND/EXPLANATION:

The Department of Transportation is proposing to enter on to the property owned by Elaine P. Smith located at 11012 Glen Arm Road, Glen Arm, Maryland 21057 for the purpose of performing construction work associated with contract no. TR-11031-R, Loch Raven Watershed Culvert Repairs.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Mayor's Office of Human Services - Amendment No. 1 to Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Contract (Amendment No. 1) with Dayspring Programs, Inc. The period of the Amendment No. 1 is June 18, 2018 through August 10, 2018.

AMOUNT OF MONEY AND SOURCE:

\$51,000.00 - 5000-586818-1772-769600-603051

BACKGROUND/EXPLANATION:

On April 4, 2018 the Board approved an agreement in the amount of \$81,984.00 with Dayspring Programs, Inc. to provide 85 children during the summer with Head Start services.

This Amendment No. 1 will allow Dayspring Programs, Inc. to provide for an additional 51 children.

Dayspring Programs, Inc. will now serve a total of 136 children and families for eight weeks during the months of June 18, through August 10, 2018 for no less than 7 hours per day. Teaching staff will provide individualized services to Head Start children ages 3 and 4 years of age in order to decrease summer learning loss. This Amendment No.1 increases the contract amount to \$132,984.00.

Dayspring Programs, Inc. will also provide family services and support, classroom supplies and materials, quality instruction along with field trips to enhance classroom experiences.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Mayor's Office of Human Services (MOHS) - Two-Month Advance of Funds

The Board is requested to approve and authorize a two-month advance of funds for the following organizations.

1. DAYSPRING PROGRAMS, INC. \$842,213.50

Account: 4000-486319-1772-516000-603051

The Dayspring Programs, Inc., is requesting a two-month advance on the full amount of the contract which is \$5,053,281.00. This advance will allow operations of the Dayspring Programs, Inc., to continue for Fiscal Years 2018-2019. The period of the Agreement is July 1, 2018 through June 30, 2019.

2. UNION BAPTIST CHURCH-SCHOOL, INC. \$248,605.00

Account: 4000-486319-1772-516000-603051

Union Baptist Church-School Inc., is requesting a two month advance on the full amount of the contract which is \$1,491,630.00. This advance will allow operations of the Union Baptist Church-School, Inc., Head Start program to continue. The period of the agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

(The Two-Month advance of Funds has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

The Board is requested to approve and authorize execution of the Non-Construction Consultant Agreements and a Provider Agreement.

	<u>Consultant</u>	<u>Hourly Rate</u>	<u>Amount</u>
1.	TIFFIANY J. JOHNSON	\$50.00	\$ 12,000.00

Account: 4000-486319-1772-452200-603051

Under the terms of the agreement, Ms. Johnson will manage the Child Outcome Planning and Assessment (COPA) database for all city Head Start users. Ms. Johnson will monitor and respond to all support ticket requests from Head Start users, complete database customization requests and communicate directly with COPA as needed to ensure that the database is accurate and up to date. Ms. Johnson will compile the monthly Management by Information report for Baltimore City Head Start administration. The period of the agreement is July 1, 2018 through June 30, 2019.

2.	MICHELLE GRANT	\$50.00	\$60,000.00
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Account: 1001-000000-1772-512700-603051

Under the terms of agreement, Ms. Grant will conduct classroom observations, provide mentoring, coaching and guidance to Teachers and Assistant Teachers as well as technical support, training and oversight for three Baltimore City Head Start programs. Ms. Grant will provide all necessary reports based on all services provided. The period of the agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2018

MOHS - cont'd

	<u>Consultant</u>	<u>Hourly Rate</u>	<u>Amount</u>
3.	MARY GISRIEL HENN	\$50.00	\$60,000.00

Account: 1001-000000-1772-512700-603051

Under the terms of the agreement, Ms. Henn will conduct classroom observations, provide mentoring, coaching and guidance to Teachers and Assistant Teachers as well as technical support, training and oversight for three Baltimore City Head Start programs. Ms. Henn will provide all necessary reports based on all services provided. The period of the agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

4.	DEBORAH FAYE SHARPE	\$50.00	\$60,000.00
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Account: 1001-000000-1772-512700-603051

Under the terms of the agreement, Ms. Sharpe will serve as a Mentor Coach. She will conduct classroom observations, provide mentoring, coaching and guidance to Teachers and Assistant Teachers as well as technical support, training and oversight for three Baltimore City Head Start Programs. She will also provide all necessary reports based on all services provided. The period of the Agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

5.	TAWANDA ROLLINS	\$50.00	\$60,000.00
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Account: 1001-000000-1772-512700-603051

AGENDA

BOARD OF ESTIMATES

06/27/2018

MOHS - cont'd

<u>Consultant</u>	<u>Hourly Rate</u>	<u>Amount</u>
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Under the terms of the agreement, Ms. Rollins will conduct classroom observations, provide mentoring, coaching and guidance to Teachers and Assistant Teachers as well as technical support, training and oversight for three Baltimore City Head Start programs. Ms. Rollins will provide all necessary reports based on all services provided. The period of the agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

6.	LINDA WICKLEIN	\$50.00	\$70,000.00
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Account: 1001-000000-1772-512700-603051

Under the terms of the agreement, Ms. Wicklein will conduct classroom observations, provide mentor, coaching and guidance to Teachers and Assistant Teachers as well as technical support, training and oversight for three Baltimore City Head Start programs. Ms. Wicklein will provide all necessary reports based on all services provided. The period of the agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

7.	MICHELE S. WILLIAMS, LLC	\$85.00	\$88,400.00
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Accounts: 4000-407016-3571-759900-600000	\$ 59,000.00
4000-407017-3571-759000-603051	\$ 29,400.00

Under the terms of the agreement, Ms. Williams, LLC will provide technical assistance, strategic planning services, and assistance with system development for the City of Baltimore's Coordinated Access system operated by the Mayor's office of Human Services. The Coordinated Access System

AGENDA

BOARD OF ESTIMATES

06/27/2018

MOHS - cont'd

Consultant

Hourly Rate

Amount

assesses, screens and triages homeless individuals to appropriate housing and services. The period of the Agreement is May 1, 2018 through October 31, 2018.

The delay in submitting the agreement for approval is because of a delay in finalizing the scope of services.

MWBOO GRANTED A WAIVER.

Provider Agreement

8. **BRIDGE HAVEN, INC.**

\$376,974.65

Account: 1001-000000-3572-781900-603051

Under the terms of the Provider Agreement, Bridge Haven, Inc. will use funds to operate a women's overflow shelter for 78 women per night. The funds will be used to cover personnel cost, rent, food, utilities, client transportation costs, and operating costs for the shelter. The period of the Agreement is July 1, 2018 through January 31, 2019.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

PERSONNEL MATTERS

* * * * *

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

21 - 46

All of the Personnel matters have been approved
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved
by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Office of Civil Rights and Wage Enforcement</u>		
1. SAMANATHA JEFFREY	\$20.00	\$24,960.00

Account: 1001-000000-1562-171500-601009

Ms. Jeffrey, retiree, will continue to work as a Contract Services Specialist II. Her duties will include, but are not limited to performing a wide variety of investigative work including conducting interviews and investigations, taking statements from complainants, witnesses and law enforcement officials, and writing reports. The agreement is effective upon Board approval through June 30, 2019.

Baltimore City Circuit Court

2. LAUREN DIDOMENICO- HUTCHINSON	\$32.85	\$59,984.10
3. RACHEL JIANG	\$32.85	\$59,984.10

Account: 1001-000000-1100-109400-601009

Account: 1001-000000-1100-109400-601009

Mses. Didomenico-Hutchinson and Jiang, will continue to work as a Contract Services Specialist II. Their duties will include, but are not limited to reviewing motions and making recommendations in a wide variety of civil non-domestic cases, performing legal research for either the Masters or Judges and drafting opinions and orders. They will also train and supervise paralegals, legal assistants, academic interns and other employees in the office, prepare for meetings with the Bar concerning cases, prepare for and assist with redemption hearings and status conferences in tax sales cases and will be on-call for the Judges during their

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Baltimore City Circuit Court - cont'd

hearings should they require assistance. The period of the agreements are July 1, 2018 through June 30, 2019.

Baltimore City Convention Center

4. Reclassify the following position:

From: HR Assistant I
Job Code: 07382
Grade: 081 (\$33,372.00 - \$39,536.00)
Position No.: 42425

To: HR Assistant II
Job Code: 08005
Grade: 085 (\$38,163.00 - \$45,985.00)

Cost: \$8,136.17 - 1001-000000-5311-391300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Finance

5. Create the following new classification:

a. Classification: License Inspector II (Collections)
Job Code: 08006
Grade: 083 (\$35,683.00 - \$42,436.00)

Reclassify the following position:

b. From: License Inspector (Collections)
Job Code: 42998
Grade: 081 (\$33,372.00 - \$39,536.00)
Position No.: 12488

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Department of Finance - cont'd

To: License Inspector II (Collections)
Job Code: 42999
Grade: 083 (\$35,683.00 - \$42,436.00)

Cost: \$2,900.00 - 1001-000000-1480-619000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

6. Reclassify the following filled position:

From: Bindery Worker I
Job Code: 52541
Grade: 075 (\$29,057.00 - \$33,029.00)
Position No.: 12257

To: Bindery Worker II
Job Code: 52542
Grade: 079 (\$31,501.00 - \$36,776.00)

ost: \$3,747.00 - 2031-000000-1443-161800-601001

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This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

7. Reclassify the following vacant position:

From: Secretary III
Job Code: 33233
Grade: 084 (\$37,001.00 - \$44,161.00)
Position No.: 12095

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Department of General Services - cont'd

To: Operations Officer I
Job Code: 31109
Grade: 923 (\$59,466.00 - \$95,370.00)

Cost: \$55,032.00 - 1001-000000-1981-194600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

10. **LEANDRE BOWLING** \$20.40 **\$38,760.00**

Account: 1001-000000-1981-718100-601009

Mr. Bowling, will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to creating, correcting and converting architectural drawings to Computer Aided Drawing Design (CADD) drawings, uploading to and maintaining CADD drawings in Archibus, assisting in spearheading the Archibus Space Management and Emergency Preparedness module effort. He will also create icon blocks for emergency equipment located on emergency preparedness documents and emergency routes, create blocks for office spaces to determine occupancy and square footages for agencies, conduct project field inspections of building sites, materials, landscaping, and methods of construction to monitor and insure the proper implementation of project plans and specifications. Mr. Bowling will assist with other data cleaning and reconciling efforts related to Archibus, connect asset information by developing blocks and attaching specific data in real time, capture internal imagery for City-owned buildings and stitch them together to create a 360 degree view of spaces. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Department of General Services - cont'd

11. Reclassify the following vacant position:

From: Driver I
Job Code: 54437
Grade: 424 (\$30,558.00 - \$32,432.00)
Position No.: 1890-19932

To: HR Assistant II
Job Code: 33683
Grade: 085 (\$38,163.00 - \$45,985.00)

Cost: \$21,135.00 - 2030-000000-1890-189500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Health Department

12. Create the following vacant position:

Classification: Health Analysis Supervisor
Job Code: 61245
Grade: 936 (\$79,152.00 - \$126,582.00)
Position No.: To Be Determined by BBMR

Cost: \$111,349.99 - 4000-499618-3080-294200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Health Department - cont'd

13. Create the following position:

Classification: Program Coordinator
Job Code: 31192
Grade: 923 (\$59,466.00 - \$95,370.00)
Position No.: To Be Determined by BBMR

Cost: \$86,510.20 - 4000-406818-3080-288500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

14. Create the following position:

Classification: Operations Officer II
Functional Title: Program Manager
Job Code: 31110
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: To Be Determined by BBMR

Cost: \$91,272.23 - 5000-569718-3023-273300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

15. Create the following three positions:

Classification: Research Analyst
Job Code: 34512
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: To Be Determined by BBMR

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Health Department - cont'd

Cost: \$273,816.69 - 5000-569718-3023-273300-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

16. **MICHAEL PERSON** \$10.10 **\$10,504.00**

Account: 5000-535719-3024-768700-601009

Mr. Person, will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to assisting staff with administrative duties, performing daily operations including opening and closing procedures, and providing assistance with fitness center programs and services. He will also conduct new member orientation including tours, blood pressure screenings and membership card distribution, perform facility and equipment cleaning/maintenance processes, and assist with program marketing and promotions. This is a 1% increase in the hourly rate from the previous contract period. The period of the agreement is July 1, 2018 through June 30, 2019.

17. **LILLIAN HARRELL** \$10.10 **\$10,504.00**

Account: 5000-532819-3254-767200-601009

Ms. Harrell, will continue to work as a Contract Services Specialist II. Her duties will include, but are not limited to providing monthly telephone calls to participants to get updates on seniors' status, documenting status on report forms and meeting with case managers to discuss calls. She will also assist with faxing documents to service providers, shred confidential documents, assist with copying resource documents and manuals, assist with data entry, and operate the fax

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Health Department - cont'd

machine, copier, shredder and computer. This is a 9% increase in the hourly rate from the previous contract period. The period of the agreement is July 1, 2018 through June 30, 2019.

18. **SIOK-BI WEE** \$32.00 **\$22,528.00**

Account: 1001-000000-3150-307700-601009

Ms. Siok-Bi Wee will continue to work as a Contract Services Specialist II. Her duties will include, but are not limited to conducting rabies surveillance, bite investigations, risk assessments on bite victims, and discussing rabies post-exposure prophylaxis with health care providers. She will also conduct reportable communicable disease surveillance investigations, outbreak investigations, and provide data analysis. The period of the agreement is July 1, 2018 through October 31, 2018.

19. **ARIANA JACKSON** \$16.50 **\$32,175.00**

Account: 5000-534119-3044-767900-601009

Ms. Jackson will continue to work as a Contract Services Specialist II. Her duties will include, but are not limited to screening clients and representatives requesting information to determine the nature of social, medical, economic and other issues, providing information to clients, client representatives and agency personnel both in person and by telephone, assisting clients to complete applications for various assistance-related programs (Medicaid, Medicare, Food Stamps, Social Security, etc.). She will also receive referrals from other agencies and programs, assess identified needs and provide appropriate information and referral, maintain daily log and documents information and referral work. The period of the agreement is July 1, 2018 through June 30, 2019.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Housing and Community Development (DHCD)

20. Create the following position:

Classification: Operations Officer III
Job Code: 00087
Grade: 929 (\$67,218.00 - \$107,406.00)
Position No.: To be determined by BBMR

Cost: \$147,329.00 - 1001-000000-5832-594900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

21. Create the following position:

Classification: Operations Officer III
Job Code: 31111
Grade: 929 (\$67,218.00 - \$107,406.00)
Position No.: To be determined by BBMR

Cost: \$124,411.00 - 1001-000000-1776-179300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

22. Create the following position:

Classification: Operations Director I
Job Code: 00093
Grade: 967 (\$101,592.00 - \$167,484.00)
Position No.: To be determined by BBMR

Cost: \$185,743.50 - 1001-000000-1776-179300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Baltimore City Office of Information Technology</u>		
23. WESLEY HENSON	\$36.00	\$100,080.00

Account: 1001-000000-1474-165700-601009

Mr. Henson will continue to work as a Contract Services Specialist II. His duties will include but are not limited to administering and supporting the City's Active Directory Services (ADS) network of 8,500 plus workstations, servers, and 15,000 plus clients; maintains, creates and modifies new accounts, monitor user accounts in ADS and adjust user's rights and permissions; administers email and policy implementation, assists in the implementation of the network infrastructure of routers, switches and hubs; performs workstation assessments to make recommendations for network upgrades; perform daily assessments for possible virus attacks, network outages and Blackberry/smart phones, disconnects; researches with Senior Network & service Engineer for solutions for exchange, SQL, MS Server & Patchlink.

He will also provide System and Network Engineering support with hardware and software implementation and support, provide installation and maintenance of City network print servers to City agencies, utilize DHCP Citrix Server for reservations and new exclusions for IP addresses and network printers, provide Tier 1-level technical support for City users including diagnosing hardware, software and network issues, provide account maintenance, create, modify and delete accounts and provide step-by-step resolution to customers to resolve technical issues. This is a 7% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

PERSONNEL

Law Department

24. Create the following position:

Classification: OIG Agent
Job Code: 10210
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: To be determined by BBMR

Cost: \$107,634.00 - 2043-000000-1081-109300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

25. Classify the following vacant position:

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)
Position No.: 52370

To: Operations Manager II
Job Code: 00091
Grade: 942 (\$88,842.00 - \$146,472.00)

Costs: \$158,409.00 - 1001-000000-1763-175200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Mayor's Office of African American Male Engagement (MOAAME)

28. **JOHN PRICE** \$22.50 **\$45,000.00**

Account: 1001-000000-1250-779400-601009

Mr. Price will work as a Contract Services Specialist II. His duties will include, but are not limited to aligning and focusing on resources and initiatives towards the specific goals of reducing economic and social disparities, improving outcomes for African-American men and boys and the communities in which they live. The overarching purpose also includes focus on serving all immigrants and other populations of men and boys in the City of Baltimore. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Human Services (MOHS)

29. Reclassify the following filled position:

From: Program Analyst
Job Code: 10247
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: 50326

To: Operations Officer V
Job Code: 00089
Grade: 936 (\$78,152.00 - \$126,582.00)

Cost: \$37,652.00 - 4000-407017-3571-754600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

MOHS - cont'd

30. Create the following position:

Classification: Operations Officer II
Job Code: 31110
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: To be assigned by BBMR

Cost: \$107,508.00 - 1001-000000-3574-327200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

31. Create the following position:

Classification: Program Coordinator
Job Code: 31192
Grade: 923 (\$59,446.00 - \$95,370.00)
Position No.: To be assigned by BBMR

Cost: \$101,092.00 - 6000-607318-3573-627200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

32. Create the following two positions:

Classification: Operations Assistant I
Job Code: 31104
Grade: 902 (\$41,718.00 - \$66,708.00)
Position Nos.: To be assigned by BBMR

Cost: \$141,842.00 - 1000-000000-3574-327200-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

MOHS - cont'd

33. Create the following 28 positions:

Classification: Energy Program Technician I
Job Code: 75332
Grade: 552 (\$31,640.00 - \$33,900.00)
Position No.: To be assigned by BBMR

Cost: \$1,508,472.00 - 5000-585918-1191-719000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Recreation and Parks

34. Reclassify the following vacant position:

From: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$30,871.00 - \$35,600.00)
Position No.: 24559

To: HR Generalist II
Job Code: 33677
Grade: 923 (\$59,466.00 - \$95,370.00)

Cost: \$37,622.00 - 1001-000000-4711-362000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Dept. of Recreation and Parks - cont'd

35. Reclassify the following vacant position:

From: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$30,871.00 - \$35,600.00)
Position No.: 24060

To: HR Business Partner
Job Code: 07371
Grade: 931 (\$72,420.00 - \$115,770.00)

Cost: \$54,666.00 - 1001-000000-4711-362000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

36. **VICTOR MIRANDA** \$40.00 **\$ 70,720.00**

Account: 5000-578716-4711-361850-601009

Mr. Miranda will continue to work as a Contract Services Specialist II. He will produce data layers, maps, tables, and reports, develop a database structure and collections method to incorporate data from a citywide assessment of park facilities, and analyze the facilities assessment, applying suggested life cycles and projecting agency priorities as a means of guiding the CIP requests and annual maintenance needs. In addition, he will analyze data collected through citywide and park-user surveys to show where recreational and programming deserts exist; analyze capital funding allocations relative to equity within the City, and create rendered maps for use in park signage and marketing. This is a 5% increase in the hourly rate from the previous contract year. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Dept. of Recreation and Parks - cont'd

37. Create the following position:

Classification: Construction Contract Administrator
Job Code: 72494
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: To be determined by BMR

Cost: \$107,528.00 - 5000-577718-4781-363900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

38. Reclassify the following vacant position:

Position No.: 24478

From: Recreation Leader I
Job Code: 83111
Grade: 075 (\$29,057.00 - \$33,029.00)

To: Recreation Manager
Job Code: 83233
Grade: 931 (\$72,420.00 - \$115,770.00)

Costs: \$57,053.00 - 2028-000000-4803-784800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

39. Reclassify the following filled position:

Position No.: 49440

From: Park Administrator
Job Code: 71430
Grade: 904 (\$46,920.00 - \$75,072.00)

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Dept. of Recreation and Parks - cont'd

To: Operations Officer III
Job Code: 31111
Grade: 929 (\$67,218.00 - \$107,406.00)

Cost: \$11,653.00 - 6000-680418-4731-677600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

40. **NICOLE K. McDANIELS** \$28.00 \$ 52,416.00

Account: 5000-577718-4781-363900-601009

Ms. McDaniels will work as a Contract Service Specialist II. She will plan, develop, and implement in-service training programs for park maintenance staff, coordinate training with subject matter experts, update the Park Maintenance Technician Handbook, and collaborate with the Department of Natural Resources, Maryland Park Service to create, develop and implement green job training programs for youth. In addition, Ms. McDaniels will develop educational activities, design work assignments, supervise team leaders, oversee daily programs, write proposals, coordinate work assignments, and supervise work projects. The period of the agreement is effective upon Board approval for one year.

41. Reclassify the following vacant position:

Position No.: 43670

From: Operations Officer III
Job Code: 00087
Grade: 929 (\$67,218.00 - \$107,406.00)

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Dept. of Recreation and Parks - cont'd

To: Operations Manager II
Job Code: 00091
Grade: 942 (\$88,842.00 - \$146,472.00)

Costs: \$2,555.00 - 1001-000000-4711-362100-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Office of the State's Attorney for Baltimore City

42. **ALBERT M. MARCUS, SR.** \$27.74 **\$ 57,700.00**

Account: 1001-000000-1150-118000-601009

Mr. Marcus, Sr., retiree, will continue to work as a Contract Services Specialist I. He will investigate felony, homicide, and violent crime cases, locate and interview witnesses, and act as a liaison with Police agencies. This is a 2% increase in the hourly rate as in the previous contract period. The period of the agreement is July 5, 2018 through July 4, 2019.

43. **TRACY SNOWDEN** \$26.52 **\$ 33,100.00**

Account: 1001-000000-1150-118000-601009

Ms. Snowden will continue to work as a Contract Services Specialist II. She will manage a database that tracks lab results from the Baltimore City Police Department to assure that prosecutors throughout the office know the status of each request in preparing for trial and track lab reports for

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

every trial. In addition, Ms. Snowden will track post-conviction petitions, DNA post-conviction petitions, Actual Innocence petitions, motions to reopen petitions, various new trial motions, and administer day-to-day secretarial tasks. The period of the agreement is July 8, 2018 through July 7, 2019.

- | | | | |
|-----|-------------------------------------|---------|---------------------|
| 44. | YUVELQUI RIVERA
RATTIGAN | \$44.58 | \$ 85,000.00 |
|-----|-------------------------------------|---------|---------------------|

Account: 4000-482417-1156-117900-601009

Ms. Rattigan will continue to work as a Contract Services Specialist II. She will provide individual therapy for child witnesses to the Homicide Unit at the State's Attorney's Office's Family Bereavement Center. She will also work closely with the Baltimore Police Department's Homicide Unit and the Baltimore Child Abuse Center to advocate on behalf of child homicide witnesses throughout the court process. This is a 2% increase in the hourly rate as in the previous contract period. The period of the agreement is July 5, 2018 through July 4, 2019.

Department of Transportation

45. Create the following six positions:

Classification: Quality Assurance Analyst
 Job Code: 33810
 Grade: 903 (\$44,268.00 - \$70,788.00)
 Position Nos.: To be determined by BBMR

Cost: \$385,132.00 - 1001-000000-6971-701800-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Department of Transportation - cont'd

46. Reclassify the following vacant position:

a. Position No.: 20577

From: Sign Painter I
Job Code: 53351
Grade: 081 (\$33,372.00 - \$39,536.00)

To: Graphic Artist II
Job Code: 73112
Grade: 085 (\$38,163.00 - \$45,985.00)

b. Position Nos.: 20574, 20572, 34157, 20573

From: Sign Painter II
Job Code: 53352
Grade: 084 (\$37,001.00 - \$44,161.00)

To: Graphic Artist II
Job Code: 73112
Grade: 085 (\$38,163.00 - \$45,985.00)

Costs: \$27,698.00 - 1001-000000-6971-383700-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Office of the Comptroller

47. **FRED WRIGHT** \$21.24 **\$ 38,930.00**

Account: 1001-000000-1300-157300-601009

Mr. Wright, retiree, will continue to work as a Contract Service Specialist I. He will be responsible for escorting

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Hourly Rate

Amount

Office of the Comptroller - cont'd

the Comptroller to meetings and public events, supervising the maintenance of vehicles assigned to the Comptroller, and processing Board of Estimates materials. This is a 2% increase in the hourly rate of the previous contract period. The period of the agreement is June 28, 2018 through June 27, 2019.

The Comptroller's Office is requesting a waiver of the salary cap and the number of hours worked as outlined in the City's Administrative Manual 212-1 Part I - Retirees.

Police Department

48.	ELIZABETH GEISELMAN	\$20.19	\$ 42,000.00
49.	BARBARA DARGAN	\$20.19	\$ 42,000.00

Account: 1001-000000-2042-198100-601009

Mses. Geiselman and Dargan, retirees, will each continue to work as a Contract Service Specialist I. They will analyze new gun submissions for weapons violations, track convicted gun offenders, analyze new Protective Orders/Expertes for weapons, and analyze ammunitions logs. In addition, Mses. Geiselman and Dargan will create timelines, organizational charts and maps for the purpose of enforcement and prosecution, and create, capture and coordinate data for investigation purposes. The period of the agreement is July 1, 2018 through June 30, 2019.

On January 3, 1996, the Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Department to hire retirees.

These are increases of 40% in the hourly rate from the previous contract periods of \$14.42 per hour to \$20.19 per hour. The

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Police Department - cont'd

Hourly Rate Amount

hourly rate of \$14.42 per hour had remained static for many years and had not increased with the cost of living or with the continued dedication and performance of retired police officers. The Baltimore Police Department lags behind surrounding jurisdictions in pay for retired officers. Baltimore County hires retirees at \$24.00 per hour, as well as other Police Departments hire retirees at a rate commensurate with the job responsibilities, skills and institutional knowledge that a retiree brings to the position.

The Consent Decree will require the Department to hire individuals from many contractual positions to ensure implementation and compliance. These positions will require varying skill sets that were not required before. Therefore, needing a higher salary to attract and maintain skilled staff. The increase in pay from \$14.42 per hour to \$20.19 is essential to maintain key retired officers in essential positions, such as the above-listed retirees, as well as providing an appropriate hire rate for newly placed retired officers.

50. **NAWSATH BEGUM ASHARAFF** \$14.42 **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Nawsath Begum Asharaff will continue work as a Contract Services Specialist II for the "Ex-Parte/Protective Order Entry and Service Initiative". She will ensure information contained in all Ex-Parte/Protective Orders is correct, coordinate with the appropriate law enforcement jurisdiction to ensure that the Order is received, and provide assistance by decreasing the time that Ex-Parte/Protective Orders from the Courts are "tied up" administratively by setting in place a system of accountability between the Courts and the Baltimore City Police Department. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2018 through June 30, 2019.

PERSONNEL

Police Department

51. Reclassify the following four filled positions:

- a. From: Police Chief
 Job Code: 10276
 Grade: 86P (\$140,964.00 - Flat)
 Position Nos.: 16749, 19561, 18841, 46340

 To: Police Colonel
 Job Code: 10280
 Grade: 86P (\$140,964.00 - Flat)

Reclassify the following two filled positions:

- b. From: Police Inspector
 Job Code: 10275
 Grade: 85P (\$133,110.00 - Flat)
 Position Nos.: 16745, 19224

 To: Police Lieutenant Colonel
 Job Code: 10279
 Grade: 85P (\$133,110.00 - Flat)

Reclassify the following filled positions:

- c. From: Agency IT Manager III
 Functional: Director of Special Projects
 Job Code: 10269
 Grade: 960 (\$94,248.00 - \$155,448.00)
 Position No.: 51150

 To: Operations Manager III
 Job Code: 00092
 Grade: 960 (\$94,248.00 - \$155,448.00)

AGENDA

BOARD OF ESTIMATES

06/27/2018

PERSONNEL

Police Department - cont'd

Create the following two positions:

- d. Classification: Police Colonel
Job Code: 10280
Grade: 86P (\$140,964.00 - Flat)
Position No.: To Be Determined by BBMR

Create the following four positions:

- e. Classification: Police Lieutenant Colonel
Job Code: 10279
Grade: 85P (\$133,110.00 - Flat)
Position No.: To Be Determined by BBMR

Create the following six positions:

- f. Classification: Police Major
Job Code: 10278
Grade: 84P (\$126,378.00 - Flat)
Position No.: To Be Determined by BBMR

Cost: \$2,495,356.00 - 1001-000000-2042-198101-601062

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Health Department - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Notice of Award (NoA) from the Department of Health and Human Services, Centers for Disease Control and Prevention for the project titled Baltimore City Accountable Health Community (AHC). The period of the NoA is May 1, 2018 through April 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$709,129.00 - 4000-403319-3001-599000-404001

BACKGROUND/EXPLANATION:

The purpose of this grant is to allow the Department to identify and address health-related social needs of Baltimore City Medicaid and Medicare beneficiaries. The Department, in partnership with Maryland Medicaid, Baltimore City health systems, federally qualified health centers, HealthCare Access Maryland, and community-based stakeholders will design, implement, and evaluate an AHC model that creates clinical-community linkages to impact total healthcare costs, reduce utilization, and improve health outcomes for this vulnerable population. The NoA is late because of delays in the administrative review process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Health Department - Inter-Agency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Inter-Agency Agreement with the Mayor's Office of Human Services, Homeless Services Program (MOHS-HSP). The period of the Inter-Agency Agreement is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$2,231,019.00 - 5000-569718-3023-273360-603051

BACKGROUND/EXPLANATION:

The MOHS-HSP is a grants management office within the Baltimore City government and is the Housing Opportunities for Persons Living with HIV/AIDS grantee for the Baltimore Eligible Metropolitan Statistical Area (EMSA). The EMSA covers Baltimore City, Baltimore County, Anne Arundel County, Carroll County, Harford County, Howard County, and Queen Anne's County.

The Baltimore EMSA provides housing in the form of tenant-based rental assistance, short-term rent, mortgage, and utility assistance, permanent housing placement, and supportive services to low-income persons living with HIV/AIDS and their families.

The MOHS-HSP will contract with providers for housing and support services. The support services may include short-term housing, utility assistance, medical and non-medical case management, home health services, emergency financial assistance, groceries, and home delivered meals.

This agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion

AGENDA

BOARD OF ESTIMATES

06/27/2018

Health Department - cont'd

Administration programmatically manages Ryan White Part B HIV/AIDS State Special services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Health Department - Affiliation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Affiliation Agreement with The Johns Hopkins University School of Medicine (JHU). The period of the Affiliation Agreement is effective upon Board approval through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

The JHU has established and conducts residency-training programs accredited by the Accreditation Council for Graduate Medical Education.

The Department, as a participating institution, has agreed to support the educational goals and objectives of the residency-training program by making its facilities, resources and teaching staff available to program residents.

The training of program residents will be determined by the Program Director and the Commissioner of Health. The JHU, as the sponsor, will be responsible for employment benefits and the salary of program residents.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with The Johns Hopkins University, Bloomberg School of Public Health.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 6000-616216-3030-772700-603051

BACKGROUND/EXPLANATION:

On March 14, 2018, the Board approved the original agreement in the amount of \$70,000.00 for the period of July 1, 2017 through June 30, 2018.

The organization is providing additional services in the area of a pilot communication project to prevent falls among seniors in the City. This Amendment will allow for an increase of \$25,000.00 for additional services, which will make the total contract amount \$95,000.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Mayor's Office of Criminal Justice - Preliminary Service Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Preliminary Service Agreement (Agreement) with ROCA, Inc. (ROCA). The period of the Agreement is effective upon Board approval through July 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$497,470.00 - 1001-000000-2255-785600-603026

BACKGROUND/EXPLANATION:

The City seeks to implement the ROCA Intervention Model to successfully serve young men in Baltimore, with the goal of contributing to a reduction in crime and guiding young men to create positive change in their lives. This Agreement is for the planning phase of the engagement with ROCA.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Public Works/Office - Agreement
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution an agreement with KCI Technologies, Inc., Consultant, under Project 1266K, Wastewater Engineering Services. The period of the agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit

BACKGROUND/EXPLANATION:

KCI Technologies, Inc. will perform on-call consulting services for various tasks assigned by the City on an as needed basis. The scope involves providing on-call wastewater engineering, repairs, maintenance and new construction for the continued improvement of the City's sanitary sewer system. The cost of services rendered will be based on not to be exceeded negotiated process for each task assigned. The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Award Commission.

MBE/WBE PARTICIPATION:

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

MBE: Findling, Inc.	\$ 50,000.00	5.00%
Mercado Consultants, Inc.	50,000.00	5.00%
Savin Engineers, P.C.	<u>170,000.00</u>	<u>17.00%</u>
Total	\$270,000.00	27.00%
WBE: Celadon Technologies, LLC	\$ 50,000.00	5.00%
Phoenix Engineering, Inc.	<u>50,000.00</u>	<u>5.00%</u>
Total	\$100,000.00	10.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THE ON-CALL AGREEMENT AND WILL REVIEW THE TASK ASSIGNMENTS.

(The Agreement for Project 1266K- Wastewater Engineering Services has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Public Works/Office - Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with RJN Group, Inc. under Project 1263, Rainfall and Flow Monitoring Services for the Sanitary Sewer System. The period of the Agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,705,200.00 - Wastewater Revenue Bonds (56.84%)
1,294,800.00 - Baltimore County Grant (43.16%)
\$3,000,000.00

BACKGROUND/EXPLANATION:

The City of Baltimore is required under the Consent Decree to monitor flow and rainfall prior to and following completion of any sanitary sewer construction project to ascertain the effectiveness of the construction project. Therefore, the project is needed for the monitoring services.

The Consultant will provide flow, rainfall and groundwater monitoring services and also perform an evaluation of the City's system and additionally provide engineering services, support and use of Slicer RTK automated solver with existing Baltimore City Wastewater Flow Data.

The scope of the agreement includes, design, install, operate and maintain flow and rainfall monitoring network, to provide representative, accurate and precise data of sufficient quality to use hydraulic model calibration and for verification of the effectiveness of on-going construction projects. The work to be done under this Agreement includes performing site investigations prior to equipment installations, developing electronic site re-

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

ports including Geographic Information Systems, and coordinating digital images, installing flow monitoring equipment in sewer pipes ranging in size from 8-inch to 12-foot in diameter. Some installations may be in odd-shape sewer pipes and overflow structures, measuring flow in pump station force main and pressure sewers, operating, maintaining, and remotely collecting data using wireless communication from as many as 50 flow and rainfall monitoring equipment simultaneously, processing and submitting monthly reports of flow and rainfall data from all active flow and rainfall monitoring equipment simultaneously, as a part of the Consent Decree. The Consultant must monitor and report Sanitary Sewer Overflow (SSO) events at monitored locations to the City within 12 hours of the start of the SSO event, and review, process, calculate and report discharge volumes for monitored engineered and non-engineered SSO structures within limited time of the start of the SSO event.

MBE/WBE PARTICIPATION:

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

MBE: Riviera Enterprises, Inc.	\$809,987.99	27%
WBE: Ross Technical Services, Inc.	\$299,995.55	10%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

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>
\$1,841,616.00	9956-903569-9549	
Water Revenue	Sanitary Sewer	
Bonds	Replace/Rehab.	
1,398,384.00	" "	
<u>County Revenue</u>		
\$3,240,000.00	-----	9956-903583-9551-3 Engineering

This transfer will cover costs of Project 1263, Rainfall and Flow Monitoring Services for the Sanitary Sewer System.

(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

06/27/2018

Department of Public Works/Office - Emergency Procurement
of Engineering and Construction Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Emergency Procurement Agreement (Agreement) with Johnston Construction Company under WC 1362, Montebello II Emergency Filter Repair. The Emergency Procurement Agreement is effective upon Board approval for nine months.

AMOUNT OF MONEY AND SOURCE:

\$1,765,692.33 - Baltimore City (59.499%)
1,201,912.67 - Baltimore County (40.501%)
\$2,967,605.00

BACKGROUND/EXPLANATION:

This Agreement is of an emergency nature and is required for the City to continue to meet the demand of City residents and residents of the surrounding counties for safe, clean drinking water.

The scope of the Agreement covers the repair of five sand filters, which includes the installation of new 316 stainless steel underdrains and required structural repairs, and the installation of new filter media. The Environmental Protection Agency (EPA) and Maryland Department of Environment (MDE) set safe drinking water standards that the City must adhere to before finished water is sent to the distribution system from the facilities. It is therefore imperative that the plant be able to function at its full production capacity in case the construction at Druid Lake compromises the finished water supply.

The Department has determined that the repairs must be made on an emergency basis given the potential threat to the public water supply should the water quality of Druid Lake be compromised by construction and to remain in compliance with the EPA and the MDE regulations.

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

There is insufficient time to procure the necessary work through the normal competitive bidding process. In addition, given the nature of the repairs needed and the critical time component, no advantage will result in seeking, nor is it practicable to obtain, competitive bids to perform the repair work.

PURSUANT TO ARTICLE VI, §11 (e) (i) OF THE BALTIMORE CITY CHARTER, IT IS HEREBY CERTIFIED NO ADVANTAGE WILL RESULT IN SEEKING NOR IS IT PRACTICABLE TO OBTAIN COMPETITIVE BIDS.

WRITTEN NOTICE WAS PROVIDED TO THE DIRECTOR OF FINANCE AND THE INTENT TO USE JOHNSTON CONSTRUCTION COMPANY TO PERFORM THE WORK.

THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

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

MBE/WBE PARTICIPATION:

N/A

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,906,947.72	9960-909312-9558	
Water Revenue	Montebello Water	
Bonds	Treatment Plant	
	Filter Renovation	
1,298,065.68	" "	
<u>County Revenue</u>		
\$3,205,013.40	-----	9960-904694-9557-6
		Construction

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

This transfer will cover the costs of WC 1362, Montebello II
Emergency Filter Repair.

(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

06/27/2018

Department of Public Works - Water and Fire Service Rate

ACTION REQUESTED OF B/E:

The Board is requested to concur with the Water and Fire Service Rates for Baltimore County residents, as proposed by Baltimore County in a communication dated May 31, 2018.

AMOUNT OF MONEY AND SOURCE:

The proposed rates represent approximately a 6% increase over the current rates for Baltimore County residents which became effective July 1, 2016.

BACKGROUND/EXPLANATION:

These rates are being submitted to the Board for concurrence in accordance with the terms of the Metropolitan District Act of 1972. Under this Act, the City is obligated to provide water to Baltimore County at cost. Revenues from these proposed rates will be used to fund Baltimore County's share of expenditures in the Baltimore City Water Utility operation. If revenues from billings to County customers exceed the cost, the City remits the excess to the County. If there is a shortfall, the County must pay the difference. If agreed to, these rates will be applied to all Baltimore County water bills issued on and after July 1, 2018.

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Public Works - Facility Encroachment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Encroachment Agreement with CSX Transportation, Inc.

AMOUNT OF MONEY AND SOURCE:

\$11,000.00 - 9956-906647-9551-900020-704040

BACKGROUND/EXPLANATION:

The Department of Public Works will replace various large diameters of sanitary pipes through the City. The Sanitary Contract, SC 940, is one of those projects and the area of construction for a portion of the project, is under the CSXT tracks at the intersection of W. Cold Spring Lane and Wabash Avenue. This agreement will allow that work to be processed.

MBE/WBE PARTICIATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Baltimore Development Corporation - Audited Financial State-
ments for years ended
December 31, 2017 and 2016

ACTION REQUESTED OF B/E:

The Board is requested to NOTE the Audited Financial Statements of the Baltimore Hotel Corporation (BHC) for years ended December 31, 2017 and 2016, pursuant to Ordinance 05-128.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 11, 2006, the Board approved and authorized the appropriation of \$305,000,000.00 in tax-exempt revenue bonds for the development and construction of a 757-room Convention Center Hotel, known as The Hilton Baltimore, which is owned by the BHC, a non-profit corporation and operated by the Hilton Hotels Corporation (Hilton).

The BHC was formed to assist the City of Baltimore in accomplishing an essential governmental function of enhancing economic development within the City by promoting and expanding the use of the Baltimore Convention Center. The hotel promotes the health, safety, and general welfare of the residents of the City, increases commerce and industry, enhances economic development within the City, and advances the efficiency of citizens.

The audit was performed by the accounting firm of CliftonLarson Allen LLP and was prepared in accordance with auditing standards generally accepted in the United States of America.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Baltimore Development Corporation - cont'd

On June 15, 2018 the BHC Board of Directors voted unanimously to accept the December 31, 2017 and 2016 Audited Financial Statements as submitted.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

06/27/2018

Office of the Mayor - Mayor's Scholars Program Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Mayor's Scholar's Program Agreement (MSP) between the Baltimore City Community College (BCCC) and the Baltimore City Board of School Commissioners (BCPSS). The Agreement is for the period June 1, 2018 through May 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 1001-000000-4460-745300-607001

BACKGROUND/EXPLANATION:

The MSP was developed as part of the Mayor's Violence Reduction Update, which was announced in August, 2017. The intent of the program is to increase access to higher education, improve job opportunities, and the livelihood of the City's youth, which will, in turn, help to sustainably reduce violence. Under this Agreement, the City will authorize \$500,000.00 to be spent on this program for the 2018/2019 school year.

The MSP is a last-dollar scholarship program, which means federal, state, and/or private aid must first be used by a City youth, if the City youth's selected program of study is eligible for federal, state and/or private aid. The City has agreed to fund the tuition and mandatory fees for all eligible program participants that are not covered by federal, state and/or private aid. Specific eligibility requirements include:

- students must graduate from a Baltimore City Public High School in the summer of 2018,
- students who graduate in June will attend a summer bridge program,
- students who graduate after attending summer school will attend an abbreviated summer bridge program at the end of August,
- students must reside in Baltimore City during their senior year of high school and while enrolled at BCCC,
- students must enroll in the Program directly after high school as a full-time BCCC student,

AGENDA

BOARD OF ESTIMATES

06/27/2018

Office of the Mayor - cont'd

- if a student is eligible for federal financial aid, the student must complete a FAFSA and select BCCC to receive their FAFSA information,
- MSP students must attend a summer bridge program, unless they receive written permission from BCCC or the City stating otherwise, and
- Students must maintain a 2.0 grade-point average ("GPA") while enrolled at BCCC.

During the 2018 session of the Maryland General Assembly, the State passed and the Governor signed House Bill 16 Community Colleges – Near Completers and Maryland Community College Promise Scholarships. This Bill established a statewide promise scholarship to begin in 2019. To maximize the educational benefits of both the State of Maryland program and the MSP, so as many students can enroll in community college as possible, the City desires to work with the State of Maryland to examine the requirements of these programs. This is the reason for the one-year agreement. The City will enter into a new agreement once the requirements of the State and City programs are identified and evaluated. It is the intent of the City to support students funded under the Agreement through graduation at BCCC in a subsequent agreement.

The parties agree to the following:

- collaborate on the development and successful implementation of the program,
- communicate consistently via email and phone calls and respond in a timely manner to emails and voice mails,
- work together to solve problems, make decisions, create opportunities for the program's enrollees and support students' success, and
- create a program board to provide oversight, accountability for Performance Measures, recommendations to the mayor for Program policy changes, and recommendations for operational changes.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Office of the Mayor - cont'd

The City will provide the following services:

- make policy decisions about student eligibility for the Program,
- publicize the Program through the Mayor's website and other appropriate means,
- refer students to a summer bridge program at BCCC,
- maintain all student record information provided to it by BCCC and/or BCPSS in accordance with federal and state law, and
- review and authorize payment for each student enrolled in the Program on a semester basis, remit payment to BCCC on a semester basis for all tuition and fee costs that are unmet by federal, state, or private financial aid of all City students who have applied, been accepted to, and attend the Program in accordance with the Program's eligibility requirements.

The BCPSS will provide the following services:

- be responsible for identifying students to enroll in the program,
- educate professional school counselors about the program in order to provide students with the best advice so they can choose a program of post-secondary education that best fits their goals,
- publicize the program through other means deemed appropriate by the BCPSS,
- City schools will support BCCC in engaging in the data request and IRB processes, as deemed necessary, in order to secure access to needed data for the summer bridge program and program enrollment, subject to section 11 of the agreement, FERPA, and any other laws governing confidentiality and education records, and
- prepare and submit reports as mutually agreed by the BCPSS and the City.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Office of the Mayor - cont'd

The BCCC will provide the following services:

- verify students' eligibility and perform the admissions function and tracking for the Program, including the MSP application,
- obtain from each Program participant a fully executed FERPA Authorization Form or other authorization form, which shall authorize BCCC to release student record information to the parties in accordance with federal law,
- refer policy questions about eligibility to the City, should BCCC have any question about a student's eligibility,
- Strive to enroll at least 250 students for the 1st academic year,
- provide all instructors needed for the academic component of the Program,
- be totally responsible for the academic program, including the summer bridge program, according to current best practice, by using BCCC faculty and staff and/or by contracting with 3rd parties to provide services,
- provide advisors needed to support students with academic and non-academic issues, according to current best practice,
- provide a person to oversee the Program and work together with the Contract Monitors to successfully operate the Program in accordance with current best practice,
- maintain appropriate student records as required by federal and state laws,
- maintain appropriate financial records as required by acceptable business practices and federal and state laws,
- submit appropriate invoices to the City,
- prepare and submit reports as mutually agreed by BCCC and the City, and
- provide all other services at least as normally provided for students at a community college.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Mayor's Scholar's Program Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2018

Office of the Labor Commissioner - Third Health and Prescription
Drug Plan Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Health and Prescription Drug Plan Agreement between the Mayor and City of Baltimore, the Office of the Labor Commissioner, the Fraternal Order of Police, the IAFF Local 734 Fire Fighters, the IAFF Local 964 Fire Officers, the City Union of Baltimore, AFSCME Council 67 and Locals 44, 558, and 2202. The period of the Third Health and Prescription Drug Plan Agreement is effective upon Board approval through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City's obligation to the Managerial and Professional Society (MAPS) is to "meet and confer", but MAPS was invited to participate in the discussions regarding the new agreement.

The Third Health and Prescription Drug Plan Agreement was negotiated to replace the Transition Health and Prescription Drug agreement noted by the Board of Estimates on April 13, 2016. This submitted successor agreement, which was drafted by attorneys representing the City of Baltimore and the Unions, reflects agreed upon terms and conditions. This successor agreement will remain in effect through December 31, 2020.

MBE/WBE PARTICIPATION:

N/A

(The Third Health and Prescription Drug Plan Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Finance - Fine Arts Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Fine Arts Insurance Policy. The Policy renews on 7/1/2018.

AMOUNT OF MONEY AND SOURCE:

\$258,988.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

The policy is unique and superior to the standard Fine Arts Insurance Policy. It provides Fine Arts replacement cost and transit coverage to the Baltimore Museum of Art, The Walters Art Museum and any location.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Finance - Master Property Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Master Property Insurance Policy through the incumbent carrier, Lexington Insurance Company. This policy covers the real and personal property of the City. The Policy renews on 7/1/2018 through 7/1/2019.

AMOUNT OF MONEY AND SOURCE:

\$3,077,051.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

The coverage is being renewed with the incumbent carrier Lexington Insurance, including Terrorism Coverage with Lloyds of London. The renewal premium reflects a 14.71% rate increase due the hardening property marketplace as a result of hurricanes Harvey, Irma and Marie: the worst naturel disaster on record for Dominica and Puerto Rico. The rate increase also reflects claims activity on the current policy term; July 1, 2017 through June 30, 2018 the City has incurred \$3,307,458.00 in property losses with only \$97,394 being paid to date.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Finance - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Maryland Economic Development Corporation (MEDCO) relating to the Marriott Garage located at 405 W. Lombard Street, the Redwood Street Garage located at 11 S. Eutaw Street and the Water Street Garage located at 414 Water Street (Parking Facilities). The period of the Lease Agreement begins on the date the MEDCO Bonds are issued, which is expected to be on or about August 1, 2018, and will extend until the earlier of (i) June 30, 2069 or (ii) the date when all outstanding MEDCO Bonds are fully repaid.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The leased provides for payment of an initial Rent installment in the amount of estimated to be approximately \$53,000,000.00 by MEDCO to the City from the proceeds of its Maryland Economic Development Corporation Parking Facilities Revenue Bonds, Senior Series 2018A, Senior Series 2018B and Subordinate Series 2015 C (MEDCO Bonds).

The Lease requires MEDCO to operate the Parking Facilities in a first-class manner and to adopt, and to operate and maintain the Parking Facilities in accordance with certain Operating standards and a Long-Term Capital Plan.

MEDCO will enter into a Management Contract with a third-party parking garage operator to manage the Parking Facilities. The Lease Agreement permits MEDCO to set the parking rates for the Parking Facilities.

Department of Finance - cont'd

The City will receive all parking tax revenues collected by the parking garage operator.

Upon the termination of the Lease Agreement, MEDCO will return the Parking Facilities and any fixtures, structures and other improvements to the City. Prior to return of the Parking Facilities, the City is entitled to inspect the Parking Facilities to evaluate its condition and MEDCO, subject to the availability of revenues, must conduct repairs reasonably necessary to remedy the condition of the Parking Facilities to return them in the condition required by the Lease Agreement.

Annually, MEDCO will also pay to the City the distributable portion of certain surplus funds, allocable to the City as "Additional Rent".

The Lease Agreement requires that certain financial and other reports to be prepared and delivered by MEDCO to the City and provides certain audit rights to the City. The Lease Agreement also requires MEDCO to assume the current contracts related to the Parking Facilities in place and the rates payable thereunder.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Baltimore Green Space (BGS). The period of the Grant Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 9905-922004-9188-900000-703032

BACKGROUND/EXPLANATION:

The funds from this program are drawn from the City's Critical Area Management Program Offset Fee Fund, which developers pay into when they disturb land close to the waterfront and cannot meet mitigation requirements on-site.

The BGS is a non-profit with a mission to promote vibrant neighborhoods and a healthy environment through land preservation, research, and community advocacy.

Grantees are chosen via an open application process, with the goals of improving water quality by reducing stormwater pollution, conserving and protecting wildlife habitat, and improving quality of life for the citizens of Baltimore. All grant allocations are pre-approved by the State's Critical Area Commission.

Under the terms of this Grant Agreement, the BGS will support its Forest Stewardship Initiative by hosting at least six forest-related events (approximately 80 people are projected to attend the events), mentor 5-9 forest stewards, and coordinate removal of invasive plants on trees.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Planning - cont'd

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

06/27/2018

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Civic Works, Inc. The period of the Grant Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 9910-905152-9588-900000-704047

BACKGROUND/EXPLANATION:

Civic Works, Inc. is a non-profit tax exempt 501 (c) (3) organization dedicated to strengthening Baltimore's communities through education, skills development, and community service.

The funds from this program are drawn from the Department's Baltimore Green Network and would re-create a vacant, City-owned lot located at 3100 Spaulding Avenue into a gathering area for the community in Park Heights.

The Baltimore Green Network has worked with the residents to create a design that includes checkers/chess tables, benches, and a green space where young and older residents can enjoy the beauty of Park Heights.

The funds will cover the cost of the installation of these amenities for this green gathering space. The installation will be completed by April 2019.

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

06/27/2018

Department of Planning - Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with Preservation Design Partnership, LLC. The period of the Provider Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$30,390.00 - 5000-503318-1875-188500-603026

BACKGROUND/EXPLANATION:

On July 20, 2016, the Board approved a \$30,390.00 grant agreement with the Maryland Historical Trust (MHT). Funding from the MHT grant, through the Hurricane Disaster Relief Program, is being utilized to implement specific elements: 1) complete preliminary best practices research and conduct an assessment of historic and cultural resources to identify high priority historic areas and buildings that are most significantly impacted by natural hazards and climate change; and 2) develop a tangible resiliency toolkit for historic buildings based on building type and vulnerabilities to natural hazards.

The toolkit will help to craft new Commission for Historical and Architectural Preservation Design Guidelines for vulnerable properties. A development document will also be created to guide specific preservation and conservation efforts for historic structures vulnerable to flooding events.

On September 27, 2017, the Board of Estimates approved a no-cost extension of the grant through September 29, 2018.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Planning - cont'd

At this time, the Department of Planning desires to hire the consultant, Preservation Design Partnership, LLC to complete the items called for in the grant through this Provider Agreement.

MBE/WBE PARTICIPATION:

The selected consultant is an MBE/WBE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|---|-------------|---------|
| 1. AMERICAN DIVING
SUPPLY LLC. | \$11,150.00 | Renewal |
| Contract No. B50004599 - Maintenance and Inspection for Diving
Rescue Equipment - Fire Department - P.O. No. P535863 | | |

On June 15, 2015, the City Purchasing Agent approved the initial award in the amount of \$11,150.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$11,150.00 is for the period June 21, 2018 through June 20, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

N/A

- | | | |
|--|-------------|---------|
| 2. HARBOR TRUCK SALES
AND SERVICE, INC.
t/a BALTIMORE FREIGHTLINER | \$60,000.00 | Renewal |
| Contract No. B50003554 - O.E.M. Parts and Service for Cummins
Engines - Department of General Services - Fleet Management -
P.O. No. P528193 | | |

On July 30, 2014, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$60,000.00 is for the period August 1, 2018 through July 31, 2019. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

- | | | |
|--|-------------|---------|
| 3. BOB BELL CHEVROLET/
NISSAN, INC. t/a BOB
BELL CHEVROLET | \$90,000.00 | Renewal |
|--|-------------|---------|
- Contract No. B50003574 - GM Heavy Trucks - O.E.M. Parts and Service - Department of General Services - Fleet Management - P.O. No. P528103

On July 23, 2014, the Board approved the initial award in the amount of \$166,375.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$90,000.00 is for the period August 1, 2018 through July 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 21, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- | | | |
|-----------------------|----------------|---------|
| 4. ABACUS CORPORATION | \$2,275,000.00 | Renewal |
|-----------------------|----------------|---------|
- Contract No. B50004963 - Unarmed Uniformed Security Guard Services - Citywide - P.O. No. P539839

On June 21, 2017, the Board approved the initial award in the amount of \$4,000,000.00. The award contained five 6-month renewal options. Subsequent actions have been approved. This request will allow the City to unbundle the services and rebid the contract to allow for additional vendors. This renewal will allow for the continuity of security guard services for various City facilities during this process. This renewal is for the period July 1, 2018 through December 31, 2018. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

MBE/WBE PARTICIPATION:

On March 20, 2017, MWBOO set goals of 11% MBE and 2% WBE. On December 8, 2017 MWBOO approved a waiver of the WBE goal. On May 25, 2018, MWBOO found Abacus Corporation in compliance.

	<u>Commitment</u>	<u>Performed</u>
MBE: Aasim Security, Inc.	11%	\$752,770.00 21.2%

WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE.

- 5. MOTOROLA SOLUTIONS, INC. \$536,400.00 Renewal
Contract No. 06000 - 311 Call Center System Hosting - Baltimore City Office of Information Technology - P.O. No. P502959

On July 27, 2016, the Board approved the initial award in the amount of \$5,364,000.00. The award contained five renewal options. Subsequent actions have been approved. This final renewal is required for the temporary continuity of the legacy 311 system hosting application, PremierOne Customer Service Request, to ensure critical data is securely migrated into new 311 CRM system awarded under Contract No. B50004268. This final renewal is for the period of the renewal is July 1, 2018 through June 30, 2019.

MBE/WBE PARTICIPATION:

On March 26, 2007, it was determined that no goals would be set because of no opportunity to segment the contract. The proprietary legacy 311 CRM system hosting is exclusively provided by the vendor.

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

MWBOO GRANTED A WAIVER.

- 6. WASTE EQUIPMENT SALES AND SERVICE, LLC
MARYLAND INDUSTRIAL TRUCKS, INC.

	\$ 0.00	Renewal
--	---------	---------

Contract No. B50003570 - O.E.M. Parts and Service for New Way Trucks - Department of General Services - Fleet Management - P.O. Nos. P528196 and P528197

On July 30, 2014, the Board approved the initial award in the amount of \$250,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 for the period August 1, 2018 through July 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 26, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for Original Equipment Manufacturer parts for maintenance and repair of New Way Refuse Trucks and Garbage Trucks.

MWBOO GRANTED A WAIVER.

- 7. CITYWIDE YOUTH DEVELOPMENT INC.

	\$ 50,000.00	Increase
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Contract No. 08000 - EMAGE Industrial Apparel Manufacturing Program - Departments of Recreation and Parks, Public Works, Office of the Mayor, etc. - P.O. No. P543330

On April 4, 2018, the Board approved the initial award in the amount of \$50,000.00. This increase in the amount of \$50,000.00

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

will allow for continuous contract funding for multiple agencies throughout the City. This increase will make the award amount \$100,000.00. The contract expires on March 29, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- | | | |
|--|--------------|----------|
| 8. WOODLAWN MOTOR COACH,
INC. | \$125,000.00 | Increase |
| Contract No. B50003063 - General Charter Bus Transportation -
Department of Recreation and Parks - P.O. No. P524780 | | |

On September 4, 2013, the Board approved the initial award in the amount of \$350,000.00. The award contained four renewal options. Subsequent actions have been approved. This increase in the amount of \$125,000.00 is necessary to continue transportation services for various City agencies while a new solicitation is being developed. This increase will make the award amount \$2,125,000.00. The contract expires on September 3, 2018.

MBE/WBE PARTICIPATION:

On August 15, 2013, it was determined that no goals would be set because of opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|-----------------|
| 9. SRG, INC. | \$ 40,270.00 | Selected Source |
| Contract No. 06000 - Maintenance for the Burn Building - Fire
Department - Req. No. R789185 | | |

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

An Intent to Waive Competition B50005446 was posted on CitiBuy with no responses received. It is in the best interest of the City that the Burn Building stay within the standard of NFPA 1402, which allows for safe and effective training props. SRG, Inc. is a qualified burn building Maintenance Company for emergency repairs, inspections and annual services for the Fire Academy's burn building. In order to comply with the NFPA 1402 standard and rules, an award is recommended to SRG, Inc. as selected source contractor. The period of the award is July 1, 2018 through June 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award is below the MBE/WBE subcontracting threshold of \$50,000.00.

10. GAMBRILLS EQUIPMENT

COMPANY, INC.	\$ 36,570.00	Award
Solicitation No. B50005438 - 54 Inch Lawn Mowers - Department of General Services, Fleet Management - Req. No. R793381		

Vendors were solicited by posting on CitiBuy. On May 24, 2018, four bids were received and opened. Award is recommended to be made to the lowest responsive and responsible bidder for the purchase of six lawn mowers. The period of the award is June 20, 2018 through June 19, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- 11. BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS OF THE BALTIMORE CITY PUBLIC SCHOOL SYSTEM

	<u>Revenue Generating</u>	<u>Agreement</u>
Contract - Printing and Graphics Services	Agreement - Bureau of Procurement, Digital Document Division - Req. No. N/A	

The Board is requested to approve and authorize execution of an Agreement with the Baltimore City Board of School Commissioners of the Baltimore City Public School System. The period of the agreement is July 1, 2018 through June 30, 2021.

Under this agreement, the City agrees to permit city schools to use the City's Digital Document Division for a variety of printing and graphics services.

MBE/WBE PARTICIPATION:

Not applicable.

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

- 12. KRONOS SYSTEMS INCORPORATED a/k/a KRONOS, INC. \$200,000.00 Sole Source Agreement
Contract No. 08000 - Workforce Central Software As A Service Agreement - Baltimore City Information Technology, Baltimore City Fire Department - Req. No. To be determined.

The Board is requested to approve and authorize execution of an Agreement with Kronos. The period of the agreement is effective upon Board approval for three years with one 1-year renewal option.

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

This agreement will provide the Workforce Telestaff software to optimize deployment and scheduling of public safety personnel to ensure compliance with the required Consent Decree. 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 this proprietary software is exclusively from the vendor.

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

- 13. NATIONAL CAPITAL INDUSTRIES, INC.
BELAIR ROAD SUPPLY COMPANY, INC.

	\$ 0.00	<u>Extension</u>
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Contract No. B50002318 - Cement, Mortar and Concrete Mix - Department of Public Works, Water and Wastewater, etc. P.O. Nos. P520116 and P520115

On March 28, 2012, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. Subsequent actions have been approved, and both

AGENDA

BOARD OF ESTIMATES

06/27/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

renewals have been exercised. An extension is necessary to continue providing materials to various City agencies while a new solicitation is being prepared for advertisement. The contract expires on June 30, 2018. The period of the extension is July 1, 2018 through December 31, 2018.

MBE/WBE PARTICIPATION:

On February 6, 2012, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- 14. AUSTON CONTRACTING, INC.

	<u>Revenue Generating</u>	<u>Extension</u>
Contract No. B50002856 - Scrap Metal Pick Up and Removal - Department of Public Works - P.O. No. P523766		

On July 17, 2013, the Board approved the initial award in the amount of \$0.00. The award contained two renewal options. Subsequent actions have been approved and both renewal options have been exercised. An extension is necessary to allow the agency time to revise specifications, advertise a new solicitation and award a new contract. The period of the extension is July 1, 2018 through June 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 25, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

06/27/2018

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

15. ANCHOR BAY "EAST"

MARINA LLC	\$ 0.00	Extension
Contract No. 06000 - Marine Equipment OEM & Aftermarket Parts and Service (Fleet) - Department of General Services - Fleet Management - P.O. No. P523055		

On March 13, 2013, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. Subsequent actions have been approved and both renewal options have been exercised. An extension is necessary to continue fire boat repairs for various City agencies while a new solicitation B50005487 is awarded. The contract expires on June 30, 2018. The period of the extension is July 1, 2018 through September 28, 2018.

MBE/WBE PARTICIPATION:

On November 21, 2012, it was determined that no goals would be set because of no opportunity to segment the contract.

16. ACTION, ALARM SYSTEMS	\$ 27,650.87	Ratification
CORPORATION t/a ACTION	66,000.00	and Award
INTEGRATION	\$ 93,650.87	

Contract 06000 - Alarm Repairs and Services - Baltimore City Police Department - Req. No. Various

The Board is requested to ratify the payment of the outstanding invoices in the amount of \$27,650.87 to the vendor used without prior authority. The vendor is the supplier and installer of the equipment and is the only vendor to supply warranty repairs. The period for the ratification is January 1, 2017 through May 31, 2018. The period of the award is June 1, 2018 through May 31, 2020.

AGENDA

BOARD OF ESTIMATES

06/27/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

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:

On June 11, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

17. YORK SERVICES GROUP, INC. (YORK)	\$ 0.00	Assignment Agreement
Contract No. B50003192 - Workers Compensation Claims Administration - Department of Finance - P.O. No. P526712		

The Board is requested to approve and authorize execution of an Assignment Agreement with York Services Group, Inc. The period of the assignment agreement is contingent upon completion of a separate Asset Purchase Agreement dated April 17, 2018 by and among Key Risk and York and Berkley Insurance Company.

On March 26, 2014, the Board approved the initial award to Key Risk in the amount of \$13,614,900.00. On March 15, 2017, the Board approved a renewal in the amount of \$4,800,000.00. Subject to a pending Asset Purchase Agreement, York will acquire the rights, title and interest in all of Key Risk's third-party self-insured worker's compensation insurance programs. Subsequently, Key Risk is requesting assignment of Contract B50003192 to York.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Bureau of Procurement on behalf - Consultant Agreement Renewal
of the Department of Planning

ACTION REQUESTED OF B/E:

The Board is requested to approve a renewal of the Consultant Agreement with the Neighborhood Design Center, Inc. The period of the renewal of the Consultant Agreement is June 14, 2018 through June 13, 2019, with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On June 14, 2017, the Board approved an Agreement, at the request of the Department of Planning, with Neighborhood Design Center, Inc. to provide consulting services to help communities envision and design vacant lot green projects as part of the Growing Green Initiative. The P.O. No. is P540742.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Communication Services - Service Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Service Agreement with Verizon Business Network Services, Inc. on behalf of Verizon Maryland LLC, under the Maryland State Contract Number 060B3490013-Local Telecommunications Services. The period of the agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - estimated monthly charges (to bill to agencies)
Account No. 2039-000000-1330-158400-603084

BACKGROUND/EXPLANATION:

On June 6, 2018, the Board authorized the procurement of telecommunication services off of the above referenced Maryland State Contract solicited by the Maryland State Department of Information Technology (DoIT). The City will benefit from the favorable rates negotiated by the State. On June 6, 2018, the Board approved payment by expenditure authorization.

If the State of Maryland amends its contract to extend the agreement, the City will have the option to extend the agreement, effective July 1st of any new extended period.

MBE/WBE PARTICIPATION:

The contractor will provide all the required hardware, software, installation and maintenance for voice services. The contract cannot be segmented.

MWBOO GRANTED A WAIVER.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Housing and Community Development (DHCD) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) between the Health Department, the DHCD, and the Housing Authority of Baltimore City.

AMOUNT OF MONEY AND SOURCE:

No funds are involved in this request.

BACKGROUND/EXPLANATION:

In November 2017, the City and the Housing Authority of Baltimore City were co-applicants to the Department of Housing and Urban Development for a \$30,000,000.00 Choice Neighborhood grant for the Perkins-Somerset-Oldtown Choice Neighborhoods Initiative. The proposed transformation would redevelop 629 units of public housing at Perkins Homes and the former Somerset Homes site as well as new educational and community facilities, recreational centers open space, commercial and retail, and mixed-income housing.

On November 8, 2017, the Choice Neighborhoods application as well as a Partnership Certification and Letter of Commitment between the City and HABC, and a Memorandum of Understanding between the Department of Housing and Community Development and the Baltimore City Board of School Commissioners (BCPS Memorandum) relating to the Lombard Middle School and the City Springs Charter School. As part of the certification and letter between the City and HABC, the City committed to donating certain parcels of land within the Choice Neighborhoods plan boundaries to HABC to make them available for redevelopment. Through the BCPS Memorandum, The School Board agrees to transfer 100 South Caroline Street currently home to the City Springs Elementary and Middle School and 1601 E. Lombard street formerly the Baltimore Freedom Academy, to the City.

AGENDA

BOARD OF ESTIMATES

06/27/2018

DHCD - cont'd

A New City Springs Elementary/Middle School will subsequently be constructed at 1601 E. Lombard Street, followed by the redevelopment of 100 S. Caroline Street as housing.

In order to build a new school and housing at the school sites, as well as to redevelop other City-owned properties, it is necessary for HCD to make them available to the HABC following approvals required by City and State Law. HABC will then convey these properties to the developers. In addition to the two above-described school properties this MOU request the Board to approve includes an additional 65 City-owned properties that would be conveyed to HABC.

The Health Department is also approving this MOU to indicate its approval of the inclusion of the City-owned property located at 620 N. Caroline Street which is currently assigned to the Health Department.

MBE/WBE PARTICIPATION:

HABC will be responsible for requiring developers to sign a Commitment to Comply.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Housing and - Memorandum of Understanding
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the City of Annapolis, Arundel Community Development Services, Inc., Baltimore County, Harford County, Howard County, Housing Authority of Baltimore City, Housing Authority of the City of Annapolis Commission, Housing Authority of Anne Arundel County, Havre de Grace Housing Authority, the Howard County Housing Commission, and the Baltimore Metropolitan Council (BMC). The MOU is effective upon Board approval through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$71,250.00 - 2089-208918-5930-599681-603026

BACKGROUND/EXPLANATION:

This MOU will allow for the contribution to the development of a 2019 Regional Analysis of Impediments to Fair Housing Choice (AI). HUD promulgated a rule in 2015 that requires the completion of an Assessment of Fair Housing to replace a previous AI requirement. The BMC will coordinate and convene communication between the jurisdictions and facilities for the preparation of the AI including awarding and managing consultant work.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Housing and - Community Development Block Grant
Community Development Agreements

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreements. The period of the Agreement is July 1, 2017 through June 30, 2018.

1. **STRONG CITY BALTIMORE, INC.** **\$53,814.00**

Account: 2089-208918-5930-427634-603051

The CDBG Agreement will be used to subsidize the Adult Literacy and English Language Acquisition Program. Intensive Literacy Instruction will be provided to approximately 535 adult residents in basic reading, writing and math skills.

2. **BANNER NEIGHBORHOODS COMMUNITY CORPORATION** **\$99,589.00**

Account: 2089-208918-5930-436630-603051

The CDBG Agreement will provide CDBG-43 funding to the Subgrantee to provide out-of-school and summer activities for the youth of Southeast Baltimore in educational support, recreational leagues/clubs, life skills development, job readiness, entrepreneurship training, and community improvement projects.

On June 28, 2017, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2017 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME
3. Emergency Solutions Grant (ESG)
4. Housing Opportunities for Persons with AIDS (HOPWA)

AGENDA

BOARD OF ESTIMATES

06/27/2018

DHCD - cont'd

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2017 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

97 - 101

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

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

AGENDA

BOARD OF ESTIMATES

06/27/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

5. B50005408, SCBA
 (Self-Contained Breathing Apparatus Units for Chlorine Monitoring)
 (Department of Public Works)
- REJECTION** - Vendors were solicited by posting on the CitiBuy website. The two bids received were opened May 4, 2018. Upon further review of the bids, specifications, and questions by the agency, it was discovered that the City of Baltimore already has an existing contract. The current vendor, Draeger Inc., Contract No. B50001868 - SCBA Equipment & Supplies, can supply the required services at a cheaper price. Therefore, it is recommended the Board reject all bids.

Department of Transportation

6. TR 16303, Resurfacing Franklin Street from MLK Jr. Boulevard to Edmondson Avenue
- P. Flanigan & Sons, Inc. \$3,499,679.00

DBE PARTICIPATION:

DBE: B & J Sweeping & Sons, Inc.	\$ 31,000.00	0.89%
CBY Enterprises, Inc.	65,025.00	1.86
Fallsway Construction Co., Inc.	65,025.00	1.86
Priority Construction Corporation	650,012.00	18.57
SS Trucking, LLC	65,025.00	1.86
	<u>\$876,087.00</u>	<u>25.04%</u>

AGENDA

BOARD OF ESTIMATES

06/27/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,535,000.00 FED	9950-914051-9509 Constr. Res. - Federal Routes Reconstr. SW	
824,691.84 FED	9950-909046-9509 Federal Routes Reconstr. SW	
839,922.96 <u>State Rev.</u>	9950-903550-9509 Neighborhood Street Reconstr.	
\$4,199,614.80		
\$3,499,679.00	-----	9950-907760-9514-6 Structural & Improvements
349,967.90	-----	9950-907760-9514-5 Inspection
349,967.90 <u>\$4,199,614.80</u>	-----	9950-907760-9514-2 Contingencies Franklin-MLK-Edmondson

This transfer will fund the costs associated with award of TR 16303, Resurfacing Franklin Street from MLK Jr. Boulevard to Edmondson Avenue.

AGENDA

BOARD OF ESTIMATES

06/27/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of General Services

8.	GS 15823R, Courthouse East Roof Replacement	SGK Contracting, Inc.	\$2,019,000.00
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MWBOO SET GOALS OF 27% FOR MBE AND 6% FOR WBE.

MBE:	GML, LLC dba J.D. Belfield Enterprises, LLC	\$545,130.00	27.00%
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WBE:	Roane's Rigging and Transfer Company, Inc.	\$121,140.00	6.00%
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MWBOO FOUND VENDOR IN COMPLIANCE.

9.	GS 14800R, Mitchell Courthouse 3 rd & 4 th Floor Courtrooms	Trionfo Builders, Inc.	\$2,505,000.00
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MWBOO SET GOALS OF 37% FOR MBE AND 12% FOR WBE.

MBE:	Spears Mechanical Contrac- tors, Inc.	\$426,000.00	17.00%
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	Master Builders Construc- tion Company, Inc.	<u>501,000.00</u>	<u>19.96%</u>
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	Total	\$927,000.00	36.96%
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WBE:	JD Carpets, Inc. HMC, Inc.	\$ 86,500.00 <u>214,494.32</u>	3.45% 8.56%
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	Total	\$300,994.32	12.01%
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MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

06/27/2018

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release of an action brought by Marlow Humbert against the Mayor and City Council of Baltimore, former Mayor Sheila Dixon, former Mayor Martin O'Malley, the Baltimore City Police Department, former Police Commissioner Frederick Bealefeld and several Baltimore City police officers and detectives for alleged violations of his federal due process right to a fair trial. Mr. Humbert alleges that as a result of the acts and omissions of the police officers and detectives, he was wrongly identified, accused, arrested, charged and incarcerated for more than one year for an alleged rape that occurred in April 2008.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 - 2045-000000-1450-716700-603070
(to be paid in one lump sum in fiscal 2018 or fiscal 2019)

BACKGROUND/EXPLANATION:

This settlement recommendation is made after a thorough and careful consideration of the procedural posture and substantive issues in this case, which is now pending in the United States District Court for the District of Maryland. Although the Baltimore City Police Department and the detectives who have been sued in this action dispute virtually all of the material facts alleged by Mr. Humbert ("Plaintiff"), the recommendation to settle this action is rooted in the following background factual allegations which are the factual allegations on which the Supreme Court of the United States denied the defendants' petition for a writ of certiorari:

On April 20, 2008, a graduate student at the Maryland Institute, College of Art in Baltimore, Maryland was returning to her apartment in the Charles Village neighborhood in Baltimore when a man followed her through the doorway. She greeted him and got a clear look at his face. The man then donned a mask, pulled out a gun, and forced the woman into her apartment. He raped her. In addition to the

AGENDA

BOARD OF ESTIMATES

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Department of Law - cont'd

mask, the man wore gloves and a condom. The Baltimore Police Department's ("BPD") Sex Offense Unit responded to the 911 call. Prior to this incident they had been investigating a serial rapist plaguing the Charles Village neighborhood that spring. The pattern of the April 20, 2008 rape was similar in that the serial rapist followed women home, gained entry to their residences, and then raped them. The BPD assigned the investigation to Sex Offense Unit members Detective Dominick Griffin, Detective Caprice Smith and Sergeant Chris Jones.

In her interview with police immediately after the attack, the victim described her attacker as an African-American male, in his late 30s to early 40s, standing 5'7" to 5'9", clean cut, with short hair and of medium build. The victim later testified that Sergeant Jones asked her repeatedly whether her attacker was homeless.

The victim was an accomplished portrait artist, and had seen her attacker's face before he donned the mask. Later in the evening of the attack, the victim drew a sketch of her attacker's face. Because BPD regulations required a BPD sketch artist to make the official composite sketch, the next day Detective Griffin took the victim to a police sketch artist to assist in creating the composite. The BPD artist worked with the victim to create a sketch from the victim's description. The victim, as she later testified at trial, was initially unhappy with the sketch that the BPD artist made, finding it too "generic". So, she worked with the sketch artist to redraw parts of the sketch so that it looked as close to her attacker as possible. Specifically, the victim redrew the alleged attacker's nose, which she said was one of her attacker's distinctive features. She later testified that she was satisfied with the sketch once she had made it more accurate.

The BPD reproduced the composite sketch on fliers that also contained the victim's description of her attacker. The victim said that she recognized the sketch that she helped to

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draw "as the composite sketch on the wanted flyer." The BPD distributed the flyer throughout the area near the victim's home. Eight days after the attack, another BPD officer, who was never a party to this case, stopped Mr. Humbert on the street near the victim's home. When stopped, Mr. Humbert was wearing a woman's stocking on his head. The officer stopped Mr. Humbert because he matched the composite sketch and the victim's description of her attacker, and because of his geographic proximity to the location of the attack. The officer showed Plaintiff the composite drawing and photographed him.

This photograph was placed in a photo array book, which also contained the photographs of sex offenders recently released from custody and of other potential suspects. Detectives Smith and Griffin showed the photo array book to the victim on May 9, 2008. The Officers had previously showed the victim two other groups of photos of potential suspects, one a collection of six photos, the other a photo array book. When presented with the third photo array, immediately upon seeing the photo of the plaintiff, the victim made an emotional and emphatic identification of the plaintiff as her attacker. The victim jabbed the plaintiff's photograph with her finger, exclaimed "That's him", pushed the book out of her sight, and began crying. Detective Smith asked her to finish reviewing the entire book, and after she had done so, she returned to the photograph of the plaintiff and wrote "that's him" on the back and signed her name. Only then did the victim tell Detectives Smith and Griffin that she wanted to see the plaintiff in a line-up and to hear his voice in order to be positive of her identification.

Detectives Smith and Griffin informed Sergeant Jones of the victim's emotional identification of the plaintiff. However, there is no evidence that they ever informed him of her request for a line-up. The only evidence that Sergeant Jones knew that the victim had any uncertainty was his testimony that she told him only after respondent had been arrested that she was unsure about the identification but would testify against him if they had DNA evidence.

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Later that same day, May 9, Detective Smith swore out an arrest warrant application for Plaintiff's arrest. Detective Griffin gave input. Sergeant Jones reviewed and approved the arrest warrant. Each of the Officers believed that he or she possessed sufficient facts to constitute probable cause to arrest the plaintiff. The application was submitted to a court commissioner who agreed, and issued the arrest warrant. Thereafter, the BPD arrested plaintiff who then spent the next fifteen months in jail awaiting trial.

Trial was postponed multiple times. Prior to the trial ever taking place, an Assistant States Attorney informed the victim that no DNA from the rape kit associated with the crime matched Plaintiff. Thereafter, the victim informed the Assistant States Attorney that she was no longer willing to testify against the plaintiff. Consequently, on July 30, 2009, the prosecutor entered a *nolle prosequi*. Plaintiff was then released from custody after having spent fifteen months in jail.

On February 17, 2011 Plaintiff filed a 19-count complaint against the defendants, claiming ten million dollars in damages under various state and federal laws. Defendants filed a motion to dismiss that was successful as to some defendants but not all. The remaining defendants then filed a motion for summary judgment, which the court granted in part and denied in part. Of note was the Court's ruling finding that the Officers had violated the Plaintiff's Fourteenth Amendment rights by failing to disclose the DNA lab results excluding Plaintiff as a contributor to the victim's rape kit.

Plaintiff's damages claims against the defendants proceeded to trial in the United States District Court for the District of Maryland (Northern). The jury returned a verdict in favor of Plaintiff and against the defendants. The jury's general verdict awarded Plaintiff \$800,000 in actual damages and \$1.5 million in punitive damages for a total damages award of \$2.3 million on the Section 1983 malicious

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prosecution claim. It is important to note that the jury did not make a finding of actual malice as to any of the defendants.

Thereafter, the defendants moved for judgment as a matter of law on all claims. The District Court granted the motion, stating that based on the evidence presented and the jury's factual findings, as a matter of law the warrant application, even when corrected to account for the failure to mention the victim's desire for an in-person identification, was supported by probable cause. Further, because there was probable cause, the court found that there was no constitutional violation and that the Officers were therefore entitled to qualified immunity on the Section 1983 claims. The court struck the general verdict awarding Plaintiff damages, and granted the Officers' request for judgment as a matter of law on those claims as well.

Plaintiff appealed the trial court rulings. The Court of Appeals reversed the judgment of the District Court and remanded with instructions to reinstate the \$2.3 million jury award. Defendants appealed. That appeal failed. Defendants then filed with the Supreme Court of the United States a petition for a writ of certiorari. That petition was denied.

Having exhausted all appeals and with the jury verdict standing in addition to the imposition of attorneys' fees and interest on the judgement, the Defendants entered into negotiations to settle the claim. The settlement negotiations resulted in a compromise of the payment to the Plaintiff and his counsel down to \$2 million.

APPROVED FOR FUNDS BY FINANCE

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

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TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
1. Rudolph S. Chow	NACWA 2018 Utility Leadership Conference Boston, MA July 22 - 26, 2018 (Reg. Fee \$925.00)	General Funds	\$2,838.22

The registration costs of \$925.00 for Mr. Chow was prepaid using a City-issued procurement card assigned to Binta Gallman. Therefore, the disbursement to Mr. Chow is \$1,913.22.

Police Department

2. Jan Bryant	EEOC's 2018 Excel Training Conference Washington, DC July 9 - 12, 2018 (Reg. Fee \$1,500.00)	Asset Forfeiture Fund	\$2,309.70
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The registration costs of \$1,500.00 for Ms. Bryant will be paid using an Expenditure Authorization after Board approval. Therefore, the disbursement to Ms. Bryant is \$809.70.

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TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Audits</u>			
3. Audrey Askew	AICPA Governmental Accounting and Auditing Update Conference Washington, D.C. Aug. 13 - 15, 2018 (Reg. Fee \$1,065.00)	General Funds	\$1,652.01

The registration fee in the amount of \$1,065.00 was prepaid using a City-issued procurement card assigned to Abraham Elgamil. Therefore, the disbursement to Ms. Askew is \$587.01.

4. Trevon Tillman	AICPA Governmental Accounting and Auditing Update Conference Aug. 13 - 15, 2018 Washington, DC (Reg. Fee. \$1,365.00)	General Funds	\$1,952.01
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The registration fee in the amount of \$1,365.00 was prepaid on a City-issued credit card assigned to Mr. Abraham Elgamil. Therefore, the disbursement to Mr. Tillman is \$587.01.

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RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

Office of the State's Attorney for Baltimore City

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
5. Natalie Amato	Prosecuting Sexual Assault & Related Crimes Course Long Beach, CA Aug. 13 - 18, 2017 (Reg. Fee \$835.00)	General Funds	\$2,511.78

Ms. Amato traveled to Long Beach, California to attend the Prosecuting Sexual Assault & Related Crimes Course.

The subsistence rate for this location was \$222.00 per day. The hotel rate was \$120.00 per night, plus \$18.46 per night for hotel taxes.

The airfare in the amount of \$581.40, the hotel costs, and the hotel taxes were prepaid on a City-issued credit card assigned to Ms. Robin Haskins. The registration fee in the amount of \$835.00 was prepaid by Expenditure Authorization No. EA 000210954. Ms. Amato personally incurred the costs of meals and incidentals and ground transportation. Therefore, Ms. Amato requests reimbursement in the amount of \$403.08.

TRAVEL REIMBURSEMENT

\$350.76 - Meals and Incidentals
52.32 - Ground Transportation
\$403.08 - Total Reimbursement

The travel request is late because the delay in receiving the grant award did not permit time to obtain Board approval prior to the trip. The agency apologizes for the delay.

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RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

Office of the State's Attorney for Baltimore City - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
6. Tonya Bland	Prosecuting Sexual Assault & Related Crimes Course Long Beach, CA Aug. 13 - 18, 2017 (Reg. Fee \$835.00)	General Funds	\$2,404.27

Ms. Bland traveled to Long Beach, California to attend the Prosecuting Sexual Assault & Related Crimes Course.

The subsistence rate for this location was \$222.00 per day. The hotel rate was \$120.00 per night, plus \$18.46 per night for hotel taxes.

The airfare in the amount of \$600.00, the hotel costs, and the hotel taxes were prepaid on a City-issued credit card assigned to Ms. Robin Haskins. The registration fee in the amount of \$835.00 was prepaid by Expenditure Authorization No. EA 000210958. Ms. Bland personally incurred the costs of meals and incidentals. Therefore, Ms. Bland requests reimbursement in the amount of \$276.57.

TRAVEL REIMBURSEMENT

\$276.57 - Meals and Incidentals

The travel request is late because of the delay in receiving the grant award did not permit time to obtain Board approval prior to the trip. The agency apologizes for the delay.

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RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Office of Information Technology</u>			
7. Frank Johnson	Gartner CIO Leadership Forum Phoenix, AZ Feb. 25 - 27, 2018 (Reg. Fee \$835.00)	General Funds	\$1,164.35

Mr. Johnson traveled to Phoenix, Arizona to attend the Gartner CIO Leadership Forum.

The subsistence rate for this location was \$233.00 per day. The hotel rate was \$174.00 per night, plus \$24.22 per night for hotel taxes.

The airfare in the amount of \$833.98 was prepaid on a City-issued credit card assigned to Ms. Charmaine Baker. Mr. Johnson personally incurred the costs of the hotel and the hotel taxes. The costs for registration and meals and incidentals were covered by the host, Gartner. Mr. Johnson was provided a \$66.07 credit at the Residence Inn, therefore, he requests reimbursement in the amount of \$330.37.

TRAVEL REIMBURSEMENT

\$348.00 - Hotel (\$174.00 x 2)
48.44 - Hotel taxes (\$24.22 x 2)
\$396.44
(66.07) - Credit
\$330.37 - Total reimbursement

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED