

## **NOTICE:**

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](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 - MARCH 7, 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:

A-Connection, Inc.	\$ 1,120,000.00
Autumn Contracting, Inc.	\$ 8,000,000.00
Cynergy Electric Company, Inc.	\$ 8,000,000.00
Priceless Industries, Inc.	\$ 8,000,000.00
The American Asphalt Paving Co., LLC	\$ 8,000,000.00
W.F. Wilson & Sons, Inc.	\$ 1,500,000.00

#### 2. Prequalification of Architects and Engineers

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

Buchart-Horn, Inc.	Engineer Architect
Crabtree, Rohrbaugh & Associates, Architects	Architect
Dhillon Engineering, Inc.	Architect Engineering

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

**BOARDS AND COMMISSIONS** - cont'd

George William Stephens, Jr. &  
Assoc., Inc.

Landscape Architect  
Engineer  
Land Survey

GWWO, Inc./Architects

Architect

MA Engineering Consultants, Inc.

Property Line Survey

SP Arch, Inc.

Landscape Architect  
Architect

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

Department of Communication Services - Amendment No. 2 to the  
Consulting Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 2 to Consulting Agreement (Amendment) with The Battles Group, L.L.C. The amendment will extend the period of the original agreement through March 25, 2019. The Board is also requested to authorize payment through Expenditure Authorization.

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

\$99,750.00 - 2039-000000-1330-158400-603018

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

On March 25, 2015, the Board approved the original agreement in the amount of \$204,750.00. The period was for two years or upon completion of all project phases whichever comes latest, but in no case longer than three years.

The Battles Group, L.L.C. will assist the Department, the Municipal Telephone Exchange, the Mayor's Office of Information Technology and the City in providing Telecommunication Consulting Services for upgrading the citywide legacy telephone system to VoIP.

On March 29, 2017, the Board approved the first amendment for one year and increased the amount of by \$99,750.00.

This amendment will extend the period of the original agreement through March 29, 2019 and will increase the amount by \$99,750.00. This amendment is necessary due to delays in project implementation as a result of infrastructure not being ready, pricing negotiations, and shared services.

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

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Department of Real Estate - Tax Sale Certificate

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

The Board is requested to approve the assignment of a Tax Sale Certificate to The SG Group, LLC for an amount that is less than the lien amount for the property located at 3647 Cottage Avenue.

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

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Recommended Assignment Amount</u>
3647 Cottage Avenue	\$3,000.00	\$2,773.38	\$9,630.66	\$3,000.00

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

The City acquired the Tax Sale Certificate for 3647 Cottage Avenue (Block 3327F, Lot 094) in May 2017 for \$9,630.66.

The SG Group, LLC has offered to purchase the Tax Sale Certificate for \$3,000.00, file the petition to foreclose, acquire title to the property and return it to productive use. The assignment amount of \$3,000.00 for the Tax Sale Certificate will cover the flat taxes and water bills on this property.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Parking Authority of - Parking Facility Rate Adjustments  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the transient rate at the City-owned Arena Garage that is managed by the PABC. The Parking Facility Rate Adjustments are effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City of Baltimore's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that a rate adjustment at this parking facility is warranted at this time.

To bring the transient rate charged at Arena Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. This rate adjustment was unanimously approved by the PABC Board of Directors.

Arena Garage Transient Rate Adjustments			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Up to 4-12-hour rate	\$18.00	\$19.00	April 2017
Up to 12-24-hour rate	\$20.00	\$21.00	April 2017

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Parking Authority of - Parking Facility Rate Adjustments  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the transient rate at the City-owned Water Street Garage that is managed by the PABC. The Parking Facility Rate Adjustments are effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City of Baltimore's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that a rate adjustment at this parking facility is warranted at this time.

To bring the transient rate charged at Water Street Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. This rate adjustment was unanimously approved by the PABC Board of Directors.

Water Street Garage Transient Rate Adjustments			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Increase evenings and weekends	\$9.00	\$10.00	August 2014
Up to 12-24-hour rate	\$19.00	\$20.00	June 2017

**APPROVED FOR FUNDS BY FINANCE**

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

8 - 10

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,  
pursuant to Charter provisions, a report has

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.



# AGENDA

BOARD OF ESTIMATES

03/07/2018

## EXTRA WORK ORDERS

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

Department of Public Works/Office  
of Engineering and Construction

1. EWO #001, \$248,000.00 - SC 918S, Advanced Site Preparation for Headworks Improvements at the Back River Wastewater Treatment Plant

\$ 9,999,000.00	-	Allan Myers MD, Inc.	-	-
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The Office of Engineering & Construction will direct Allan Myers MD, Inc. to change the sequence of construction and accelerate various work activities to accommodate the construction of SC 918H, Headworks Improvements and Wet Weather Flow Equalization. The base design under SC 918S requires Allan Myers MD, Inc. to perform a single surcharge over the location of the proposed Grit Removal Facility, to be constructed under SC 918H. The soils are currently located on the proposed Influent Pumping Station site, also to be constructed under SC 918H. Before the soils from the Influent Pump Station site can be moved to the proposed Grit Removal Facility area, the existing Baltimore County force mains located in the Grit Removal Facility area must be relocated. For SC 918H-S, the original work sequence (relocate Baltimore County force mains then move soils from the Influent Pump Station to the Grit Removal Facility) would result in a delay to the start of the SC 918H site excavation. The delay expense under SC 918H is estimated to be approximately \$650,000.00/month, and could add upwards of \$7 million to that contract. To avoid the delay impact to SC 918H, the City's Construction Management discussed with Allan Myers MD, Inc. the idea of expediting the surcharge work under SC 918S. Ultimately, the agreement was reached to perform the surcharging in two (2) phases. The first phase will involve removing the existing surcharge soils from the IPS site and performing surcharge of the area east of the existing Baltimore County force mains and involve performing surcharge of the remaining site of the proposed Grit Removal Facility. This two phase sequencing will allow the surcharge efforts to be performed concurrently with the relocation of the existing Baltimore County force mains and, more importantly, allow the SC 918H site excavation to start on time by June 29, 2017.

# **AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

## **EXTRA WORK ORDERS**

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

DPW/OEC - cont'd

**MBE/WBE PARTICIPATION:** The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 5.13% and WBE: 0.00%

2. EWO #001, \$	0.00 - WC 1230R, Prettyboy Reservoir Dam Gatehouse Facility Improvement			
\$ 2,479,000.00	-	The Whiting-Turner Contracting Co., Inc.	9 months	90

The Office of Engineering & Construction is requesting additional time to complete the required bridge repairs at the Prettyboy Dam per the Maryland Department of Environment inspection as required in their Permit. The bridge repairs were not included in the original W.C. 1230R scope of work.

**MBE/WBE PARTICIPATION:** The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 19% and WBE: 1%

3. EWO #002, \$0.00 - WC 1295R, Towson Generator and Main Substation				
\$ 6,928,385.00	\$ 19,407.02	Cianbro Corporation	194 days	42

Under this contract, the general contractor was required to reach out to the Baltimore Gas Electric (BGE) and coordinate a design and installation of a new service feeder paid by the City. On November 2, 2017, Time Impact Analyze (TIA) were reviewed by the Office of Engineering and Construction Project Controls and agreed on November 9, 2017 by the contractor via email for a total of 194 days non-compensable time extension based on BGE revised completion date of BGE new service feeder installation. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the agency.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

**EXTRA WORK ORDERS**

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

DPW/OEC - cont'd

**MBE/WBE PARTICIPATION:** The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 28.9% and WBE: 8.1%

Department of Transportation

4. EWO #001, \$2,000,000.00 - TR 16019, Conduit System Reconstruction at Various Locations Citywide JOC				
\$ 4,766,400.00	-	Highlander Contracting Co.	365 days	66

Currently, the Conduit Section has three active conduit system reconstruction projects that will be expiring and/or running out of money in the next few months. In order to provide continuity of conduit repairs while the agency advertises for a contract, this change order is required to respond to BGE's service request for duct line reconstruction and urgent conduit repairs and permit the time to complete a new Capital Improvement Program (CIP) and advertise a new contract. The additional money comprises of increasing quantities to preexisting line items in the contract in the order of field frequency and usage. The Notice to Proceed was issued on September 1, 2016 with a completion date of September 1, 2018. This time extension for 365 days will result in a new completion date of August 31, 2019.

**MBE/WBE PARTICIPATION:** The contract contains the following goals: MBE: 27% and WBE: 3%

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,200,000.00	9962-932007-9563	9962-932007-9563-2
Other	Construction Reserve	Contingencies
	Conduit Construction	Conduit System Reconstruction

This transfer will fund the costs associated with change order #1 on Project TR 16019, Conduit System Reconstruction with Highlander Contracting Company in the amount of \$2,000,000.00.

## AGENDA

BOARD OF ESTIMATES

03/07/2018

### Department of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and related Audit Digest.

1. Mayor's Office of Human Services Biennial Financial Audit  
Fiscal Years ended June 30, 2016 and 2015.

TRANSFERS OF FUNDS

\* \* \* \* \*

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

13 - 16

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**

**03/07/2018**

**TRANSFERS OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Baltimore Development Corporation</u>		
1. <b>\$867,174.19</b>	9910-910063-9600	9910-905360-9601
2 <sup>nd</sup> Parks & Public	Construction	Lexington Market
Facilities	Reserve (Lexington	Improvements
Economic	Market)	
Development Fund		

This transfer will provide funds to Lexington Market, Inc. for reimbursement of construction/architectural designs, construction details, determining structural viability, schematics, site surveys, subsurface exploration, massing studies associated with the renovations and upgrades at Lexington Market.

Department of Recreation and Parks

2. <b>\$ 14,000.00</b>	9938-910058-9475	9938-911058-9474
1 <sup>st</sup> Parks & Public	FY 16 Park/Rec	FY 16 Park/Rec
Facilities	Facility Signage	Facility Signage
	(Reserve)	(Active)

This transfer will provide funds to cover the costs associated with design services for Park signage.

Department of Transportation

3. <b>\$ 15,000.00</b>	9950-901069-9512	9950-906102-9512
GF (HUR)	Neighborhood	Safe Routes to
	Traffic Calming	School-G

This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18302, "Safe Routes to School-G".

**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRANSFERS OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Transportation - cont'd</u>		
4. <b>\$15,000.00</b> GF (HUR)	9950-901069-9512 Neighborhood Traffic Calming	9950-909101-9512 Safe Routes to School-F

This transfer will fund the costs of prints and other related costs necessary to advertise project TR 16008, "Safe Routes to School-F".

5. <b>\$15,000.00</b> State Constr. Rev.	9950-906216-9515 Constr. Reserve - Resurfacing-South- east	9950-901874-9514 Resurfacing Hwys SE IV
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This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18009 "Resurfacing Hwys SE IV".

6. <b>\$15,000.00</b> State Constr. Rev.	9950-909215-9515 Constr. Reserve - Resurfacing-South- west	9950-904873-9514 Resurfacing Hwys SW III
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This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18008 "Resurfacing Hwys SW III".

7. <b>\$15,000.00</b> State Constr. Rev.	9950-908214-9515 Constr. Reserve - Resurfacing-North- west	9950-901872-9514 Resurfacing Hwys NW II
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This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18007 "Resurfacing Hwys NW II".

**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRANSFERS OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Transportation - cont'd</u>		
8. <b>\$15,000.00</b>	9950-903846-9515	9950-902871-9514
State Constr.	Constr. Reserve -	Resurfacing Hwys
Rev.	Resurfacing-North-	NE I
	east	

This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18006 "Resurfacing Hwys NE I".

Department of Planning

9. <b>\$90,000.00</b>	9904-902152-9129	9904-901152-9127
1 <sup>st</sup> Comm. and Eco.	Baltimore City	Baltimore City
Dev. Loan	Heritage Area	Heritage Area
	(Reserve)	(Active)

This transfer will fund the Heritage Area's Small Cap Grant Program that makes small, but strategic capital grants to improve, protect and restore historic and cultural sites within the Baltimore National Heritage Area. Small Cap Grants require the grantee match funds 1:1 with other investments. To date, the program has leveraged approximately \$13.00 for every \$1.00 of Small Cap funds distributed

Department of General Services

10. <b>\$300,000.00</b>	9916-907221-9194	9916-907321-9197
2 <sup>nd</sup> Parks & Public	Streetcar Museum	Streetcar Museum
Facilities Loan	Fire Suppression	Fire Suppression
	System (Reserve)	System (Active)



# AGENDA

BOARD OF ESTIMATES

03/07/2018

## TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services - cont'd</u>		
The Baltimore Streetcar Museum, a City-owned building, needs a new fire suppression system and upgrades to the incoming water service, as well as ancillary improvements to the roof.		

## Department of Housing and Community Development

11.	\$ 40,616.00	9914-912018-9585	9914-919018-9586
	General Fund	Anchor Institution	Anchor Institution
	Revenue	Initiative	Initiative
	300,000.00	"	"
	1 <sup>st</sup> Comm. & Eco.		
	Dev.		
	<b>\$340,616.00</b>		

The purpose of this transfer will move funds to enable the Baltimore City Anchor Plan, an economic and community development strategy focused on specific anchor institutions throughout Baltimore City, to continue those and other anchor-related projects.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Mayor's Office of Human Services - Provider Agreements

The Board is requested to approve and authorize execution of the Provider Agreements.

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$35,000.00**

Account No.: 4000-480018-3572-333629-603051

St. Vincent de Paul of Baltimore, Inc. will use funds to operate the Sarah's Hope emergency shelter for homeless women and families. The funds will cover personnel costs for a Children's Coordinator to provide support services to youth and families residing at the shelter. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late due to a delay in receiving the project budget from St. Vincent de Paul of Baltimore, Inc.

2. **THE SALVATION ARMY, A GEORGIA CORPORATION** **\$46,581.00**  
**FOR THE SALVATION ARMY BALTIMORE, MARYLAND**

Account No.: 5000-529118-3572-754900-603051

The Salvation Army, a Georgia Corporation for the Salvation Army Baltimore, Maryland will use funds to offset a small portion of their staffing and operating costs for their emergency shelter, "The Booth House." The Booth House is a 76 bed facility that provides 18 family rooms for homeless families. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because of a delay at the administrative level.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Mayor's Office of Human - Second Renewal of Inter-governmental  
Services (MOHS) Agreement

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Second Renewal of the Inter-governmental Agreement with the Maryland State Department of Human Resources and the Baltimore City Department of Social Services (MD DHR BCDSS). The period of the renewal is July 1, 2018 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$314,128.00 - 5000-502817-3572-764500-405001

**BACKGROUND/EXPLANATION:**

On October 14, 2015, the Board approved the original Inter-governmental Agreement between the MD DHR BCDSS and the MOHS, in the amount of \$314,128.00, that granted funding to the MOHS to provide emergency overnight shelter beds and support services to 100 to 250 homeless families and individuals per year with two renewal option in the same amount for a total of \$942,384.00.

The period of the original Inter-governmental Agreement was July 1, 2014 to June 30, 2017. On July 26, 2017, the Board approved the first renewal in the amount of \$314,128.00, for the period of July 1, 2017 through June 30, 2018.

On February 1, 2018, the MOHS received a Letter of Intent from the MD DHR BCDSS to renew the funding by exercising the contract extension option included in the original agreement. The second renewal option will be for the period of July 1, 2018 through June 30, 2019 in the amount of \$314,128.00, the same level as the original Inter-governmental Agreement.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 14 to GWWO, Inc. under Project No. 1234, On-Call Design Services. The period of the task assignment is approximately 18 months.

**AMOUNT OF MONEY AND SOURCE:**

\$151,751.43 - 9938-915052-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include revised schematic design and construction documents for the Druid Hill Park Reptile House Renovation.

**MBE/WBE PARTICIPATION:**

Including this task, the Consultant has achieved:

**MBE:** 16.96%

**WBE:** 18.89%

**MWBOO FOUND VENDOR IN COMPLIANCE**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Recreation and Parks - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$165,000.00</b>	9938-914052-9475	9938-915052-9474
State (Program	Druid Hill Park	Druid Hill Park
Open Space)	Community Service	Community Service
	Center (Reserve)	Center (Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1234, Task #14, to GWWO, Inc.

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

## AGENDA

BOARD OF ESTIMATES

03/07/2018

Department of Recreation and Parks - First Amendment to Mount  
Vernon Place Restoration  
Services Agreement

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

The Board is requested to approve and authorize execution of the First Amendment to Mount Vernon Place Conservancy Restoration and Services Agreement (First Amendment) with Mount Vernon Place Conservancy, Inc. (Conservancy). The First Amendment will extend the period of the agreement through April 10, 2022.

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

\$35,000.00 - 1001-000000-1773-179600-603026

### **BACKGROUND/EXPLANATION:**

On April 11, 2012, the Board approved the original agreement in the amount of \$35,000.00 for the period of five years, with a five year renewal option.

The agreement allowed for the transfer of responsibility for park maintenance and public programming at the Washington Monument from the City to the Conservancy. In addition, the Conservancy also agreed to restore the Washington Monument.

The City agreed to provide an annual grant (provided by the Department of Transportation) in the amount of \$35,000.00 to the Conservancy for the five consecutive fiscal years from 2012 to 2016 for a total sum of \$175,000.00.

This First Amendment will extend the period of the five year renewal by one year April 10, 2022 and will provide additional funding of \$35,000.00 from the Department of Housing and Community Development.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Recreation and Parks - cont'd

The First Amendment will allow for payment of personnel costs associated with operating and maintaining the Washington Monument and the surrounding public green space.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The First Amendment to Mount Vernon Place Restoration and Services Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA****BOARD OF ESTIMATES****03/07/2018**Department of Transportation - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	100 East Pratt Street	100 Pratt Street Ventures, LLC 100 Pratt Street Holdings, LLC	Two single face electric signs @ 25.78 sq. ft. each
	\$1,082.76 - Flat charge		
2.	3404 Eastern Avenue	Fastax Properties of Baltimore	One flat sign 26 sq. ft.
	\$ 109.20 - Flat charge		
3.	3300 Greenmount Avenue	Xiangle, Li	Awning w/signage 26 sq. ft.
	\$ 210.90 - Flat charge		
4.	1817 Maryland Avenue	1817 Maryland Avenue, LLC	One set of steps 48" x 12"
	\$ 210.90 - Flat charge		
5.	625 President Street k/a 820 Aliceanna Street	Harbor East Parcel B Hotel, LLB	One single face electric sign 11.73 sq. ft., one double face electric sign 1.5' x 1.5'
	\$ 492.66 Flat charge		



**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Transportation - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	3208 St. Paul Street	The Johns Hopkins University	Outdoor seating
	\$ 337.50 Annual charge		

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

## **AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Transportation - Partial Release of Retainage

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

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to P. Flanigan & Sons, Inc. for TR 15013, Resurfacing Highways at Various Locations, Southwest Sector III.

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

\$215,195.64 - 9950-910223-9514-000000-200001

### **BACKGROUND/EXPLANATION:**

All work on TR 15013 was completed as of December 31, 2016. Subsequently, P. Flanigan & Sons, Inc. has requested a partial release of retainage in the amount of \$215,195.64. The City holds \$217,195.64 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

**MWBOO HAS APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreement for the Partial Release of Retainage has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

BOARD OF ESTIMATES

03/07/2018

Department of Transportation - Task Assignment

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

The Board is requested to approve the assignment of Task No. 17 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management Services.

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

\$ 33,223.17	-	9962-908070-9562-900000-705032
53,202.00	-	9962-909063-9562-900000-705032
13,202.00	-	9962-915071-9562-900000-705032
<u>\$ 99,627.17</u>		

### **BACKGROUND/EXPLANATION:**

Under this task assignment Johnson, Mirmiran & Thompson, Inc. is authorized to provide the Conduit Section with Construction Inspector (PW-II) services for the Conduit Capital Maintenance Construction Contracts TR 14009, Conduit System Reconstruction at Various Locations, Citywide (JOC), TR 16018, Conduit System Reconstruction at Various Locations, Citywide (JOC), and TR 16019, Conduit System Reconstruction at Various Locations, Citywide.

### **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% and **WBE:** 10%

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

**AGENDA****BOARD OF ESTIMATES****03/07/2018**Department of Transportation - cont'd**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 650,000.00	9962-941002-9563	9962-909063-9562-5
Other	Construction Reserve	Inspection
	Conduit Replacement	Conduit System
	Program	Reconstruction

This transfer will cover the deficit and fund the costs associated with Task No. 17 on Project 1217, On-Call Construction Project Management Services with Johnson, Mirmiran & Thompson, Inc.

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 01 to STV, Inc. under Project No. 1257, On-Call Infrastructure Design Services.

**AMOUNT OF MONEY AND SOURCE:**

\$197,832.93 - 9962-911067-9562-900000-703032

**BACKGROUND/EXPLANATION:**

Under this task assignment STV, Inc. is authorized to provide on-site staff support and engineering assistance for the Conduit Section. The scope of work includes, but is not limited to right-of-way permitting review, record plans research, conduit record document cataloging, JOC contract document preparation, and field representation and inspection for routine and emergency projects.

**MBE/WBE PARTICIPATION:**

The Vendor 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% and **WBE:** 10%

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA****BOARD OF ESTIMATES****03/07/2018**Department of Transportation - cont'd**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 217,616.23	9962-941002-9563	9962-911067-9562-3
Other	Construction Reserve	Design Conduit
	Conduit Replacement	Repair JOC
	Program	

This transfer will cover the costs associated with Task No. 1 on Project No. 1257 for TR 15019, On-Call Conduit Infrastructure Design Services with STV, Inc. in the amount of \$197,832.93.

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

Department of Transportation - Memorandum of Understanding**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the State of Maryland Transit Administration (MTA). The period of the memorandum of understanding is effective upon Board approval and will remain in effect unless terminated by one of the parties. This MOU may be terminated by either party upon 30 days advance written notice to the other party.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The purpose of this MOU is for the MTA to assist the Department of Transportation with the required ADA paratransit services. The MTA provides the City with Federal and State funding to partially fund the special shuttle services within the City, including the Charm City Circulator and Harbor Connector services.

The MTA and the City cooperatively plan the public transit services within the City so that MTA's fixed route services and the City's special shuttle services provide a comprehensive public transportation network.

Titles II & III of the Americans with Disabilities Act of 1990 (ADA), provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. Therefore, the ADA sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

The MTA will continue to provide the mobility services in the City of Baltimore at no cost to the City, in full compliance with all

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Dept. of Transportation - cont'd

ADA requirements pertaining to complementary paratransit services for MTA's fixed-route services and the City's special shuttle services. The City will continue to cooperate with the MTA in the provision of MTA's transit services including the ADA accessibility of existing and proposed bus stops.

**MBE/WBE/DBE PARTICIPATION:**

N/A

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



## **AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Transportation - Memorandum of Understanding

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

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with 250 Charm City, LLC. (Charm) The period of the MOU is effective upon Board approval for ten years, with automatic renewals for consecutive 5-year terms, unless either party gives 90 days written notice to the other party prior to the end of the current term of its intention not to renew.

### **AMOUNT OF MONEY AND SOURCE.**

\$150.00 - 6000-617418-2303-248700-600000

### **BACKGROUND/EXPLANATION:**

Charm controls a light pole located on the property owned by the City identified as Block 0668, Lot 008A, adjacent to 250 West Pratt Street owned by Charm.

The City as part of the Bike Sharing Program within the City will install a Bicycle Sharing Station on the property of Charm City, LLC in which Charm permitted the City to connect the Bike Sharing Station to the light pole to be used as the power source for the station.

The purpose of this MOU is to document the desire and intent of Charm to power the Station as its sole cost and expense (subject to the cap) of \$150.00, and to grant the City the right to perform and maintain the electrical connection.

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

N/A

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

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

## AGENDA

BOARD OF ESTIMATES

03/07/2018

Department of Transportation - Temporary Construction Easement Agreement

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

The Board is requested to approve and authorize execution of a Temporary Construction Easement Agreement between Harbor Point Open Space Corporation (Harbor Point) and Allan Myers MD, Inc. The period of the Temporary Construction Easement Agreement is effective upon Board approval and will terminate upon the termination date. The termination date will be the date Allan Myers, MD, Inc. completes all work required to be performed by it pursuant to the Design Build Agreement.

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

\$10.00 - 9950-905023-9508-900010-709044

### **BACKGROUND/EXPLANATION:**

The City plans to build, design, engineer and construct the Central Avenue project which extends along Central Avenue and include the Central Avenue/Harbor Point Connector Bridge (Bridge Project).

The City and Allen Myers MD, Inc. have requested an easement for the right to certain temporary access over, across, upon and through the Open Space Property to assist with the development and construction of the Bridge Project. The Bridge Project will include the construction of the proposed connector bridge and work associated with the said bridge. The scope of services will include but are not limited to; travel lanes, sidewalks, bicycle lanes, traffic signals, and storm drains.

Harbor Point grants a temporary non-exclusive easement to enter the property in order to perform and complete the Bridge Project in compliance with the Design Build Agreement.

Dept. of Transportation - cont'd

**MBE/WBE/DBE PARTICIPATION:**

The Contractor will comply with Title 49 of the Federal Regulations 49CFR26 and the DBE goal established in the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

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

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

The Board is requested to approve the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP under Project 1505, SC 845R, SC 852R, On-Call Project and Construction Management Assistance Services. The period of the original agreement will expire on February 23, 2020. The period of the Task Assignment is 12 months.

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

\$ 80,000.00 - 9956-905527-9551-900020-705032 SC 845R  
152,420.16 - 9956-910533-9551-900010-705032 SC 852R  
**\$232,420.16**

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

The Office of Engineering and Construction is in need of Construction Management Assistance and Inspection Services from Whitman, Requardt & Associates, LLP on SC 852R Dentrification Filters and Related Work for the ENR Facilities at Patapsco Wastewater Treatment Plant and SC 845R, ENR Nitrification Facilities Patapsco Wastewater Treatment Plant. This task will provide one Document Control Engineer for SC 852R and SC 845R.

The scope of the original agreement includes: assisting Construction Management section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, RFI reviews and responses, and construction administrative support.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

**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 of MBE 28% and WBE 10%.

The Task No. 007 includes the following participation:

**MBE: 0%**

**WBE: 0%**

**APPROVED FOR FUNDS BY FINANCE**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

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

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

The Board is requested to approve the assignment of Task No. 008 to Whitman, Requardt & Associates, LLP under Project 1505, SC 967, On-Call Project and Construction Management Assistance Services. The original agreement will expire on February 23, 2020. The period of the Task Assignment is 12 months.

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

\$287,916.15 - 9956-903579-9551-900020-705032

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

The Office of Engineering and Construction is in need of Inspection Services for the on-going work on SC 967, Urgent Need Improvements to Baltimore City Sanitary Sewers in Various Locations-Part A. The work requested is within the original scope of the agreement.

The scope of the original agreement includes: assisting the Construction Management section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, RFI reviews and responses, and construction administrative support.

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

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

City Code and the 27% MBE and 10% WBE goals established in the original agreement.

This task contains the following participation:

**MBE:** 32.81%

**WBE:** 19.97%

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

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

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

The Board is requested to approve the assignment of Task No. 006 to Alpha Construction under Project 1501, ER 4019, On-Call Project and Construction Management Assistance Services. The period of the original agreement will expire on November 17, 2019. The period of the Task Assignment is 12 months.

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

\$ 20,731.83	-	9960-901749-9557-900020-703032
20,731.83	-	9960-905721-9557-900020-703032
20,731.83	-	9960-908094-9557-900020-703032
20,731.83	-	9960-910609-9557-900020-703032
93,195.98	-	9960-911610-9557-900020-703032
83,024.58	-	9960-925100-9557-900020-703032
10,365.94	-	9956-909569-9551-900020-703032

**\$269,513.82**

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

The Office of Engineering and Construction is in need of constructability review on various projects. This task will continue the work currently being performed under Task 001, Construction Management Assistance which provides Project Control Analysis (PCA) work which aligns with the original scope of the agreement. ER 4019 is part of the Municipal Separate Storm Sewer (MS4) project. The PCA will provide support to the delivery team during the design phase to investigate other means of procurement as well as design acceleration options and planning. The work will be for the Department of Public Works/Office of Engineering and Construction.



**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

**MBE/WBE PARTICIPATION:**

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

This task includes the following participation:

**MBE: 0%**

**WBE: 0%**

**APPROVED FOR FUNDS BY FINANCE**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

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

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

The Board is requested to approve the assignment of Task No. 09 to Rummel, Klepper & Kahl, LLP under Project 1504, Construction Management Assistance Services. The original agreement will expire on January 12, 2020. The period of the Task Assignment is 27 months.

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

\$817,703.68 - 9956-906647-9551-900020-705032

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

The Department needs inspection services on SC 953 Wastewater Engineering Services for Sewer Improvements in the Gwynns Run Area of the High Level Sewershed for the duration of the project.

The scope of the original agreement includes: assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, request for information (RFI) reviews and responses, and contract administrative support.

The scope of the construction project includes: Cured-In-Place Pipe (CIPP) lining of approximately 89,200 LF of existing 8" sanitary sewer, 3,600 LF of existing 10" sanitary sewer, 2,200 LF of existing 1" sanitary sewer, and 40 LF of existing 15" sanitary sewer; Rehabilitation of approximately 1,100 LF of 8" through 12" sanitary sewers by open cut method. Rehabilitation of approximately 727 sanitary house connections by various methods and replacing approximately 223 sanitary house connections by

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

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

open cut. Rehabilitation of approximately 594 sanitary sewer manholes by various methods. Associated wastewater by-pass pumping or control of flows of sewers and/or manholes to be repaired, replaced, constructed, or rehabilitated and continuous monitoring of the by-pass operation; Restoration of pavement, alleys, and sidewalks, and site restoration including planting trees.

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

The Consultant will comply with MBE/WBE programs in accordance with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals assigned to the original agreement. The agreement is not in compliance because the invoices for the WBE have not been submitted to the Agency. Further tasks to be assigned will be in compliance with both MBE/WBE goals.

This task contains the following participation:

<b>MBE:</b> E2CR, Inc.	\$144,178.70	18.00%
Sidhu Associates	<u>134,995.30</u>	17.00%
<b>TOTAL:</b>	<b>\$279,174.00</b>	
 <b>WBE:</b> Ross Technical	\$179,916.14	22.00%
Services		
Constellation Design	<u>200,000.00</u>	24.00%
Group		
<b>TOTAL:</b>	<b>\$379,916.19</b>	

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

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

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

The Board is requested to approve the assignment of Task No. 07 to Alpha Corporation under Project 1501, On-Call Project and Construction Management Assistance Services. The original agreement will expire on November 17, 2019. The period of the Task Assignment is 18 months.

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

\$1,153,875.14 - 9956-905653-9551-900020-705032

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

The Department needs inspection services for the duration of the project. The Consultant will be providing assistance on SC 910, Improvements to the Sanitary Sewer Collection System in the Herring Run Sewershed-Part 2 Chinquapin Run.

The scope of the original agreement includes: assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, request for information (RFI) reviews and responses, and contract administrative support.

The scope of the construction project includes: approximately 12,800 linear feet (LF) of stream stabilization by various methods; approximately 4,900 LF of Cured-In-Place Pipe (CIPP) lining; approximately 5,000 LF of sewer cleaning and. closed circuit television (CCTV) inspection; approximately 13,500 LF of replacement of sanitary sewers by open cut method; approximately 61 each of new installation of sanitary sewer manholes; associated wastewater by-pass pumping or control of flows of sewers and/or manholes to be repaired, replaced, constructed or rehabilitated

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

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

and continuous monitoring of the by-pass operation; approximately 300 LF of 42-inch casing pipe by jacking method; restoration of pavement, alleys, and sidewalks, and site restoration including planting trees.

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

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement are MBE: 27% and WBE: 10%. The current MBE/WBE status of this agreement is 16.48% and 0%. The agreement is not in compliance because the invoices for WBE have not been submitted to the Agency.

Further tasks to be assigned will be in compliance with both MBE/WBE goals.

This task contains the following participation:

**MBE: 18.94%**

**WBE: 32.29%**

<b>MBE:</b> Glyndon Engineering & Technology	\$218,492.03	18.94%
<b>WBE:</b> Constellation Design Group	\$165,182.41	14.31%
The Robert B. Balter Co.	<u>207,270.03</u>	<u>17.96%</u>
<b>TOTAL:</b>	<b>\$372,453.23</b>	<b>32.28%</b>

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Public Works/Office - Partial Release of Retainage  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for the Partial Release of Retainage to Metra Industries, Inc. for Water Contract No. 1310R, AMI/R Urgent Need Metering Infrastructure Repair & Replacement, Various Locations (3" & Lager Water Service).

**AMOUNT OF MONEY AND SOURCE:**

\$230,280.75 - 9960-911613-9557-000000-200001

**BACKGROUND/EXPLANATION:**

All work on Water Contract No. 1310R was completed as of December 04, 2017. Subsequently, Metra Industries, Inc. has requested a partial release of retainage in the amount of \$230,280.75. The City holds \$328,972.50 in retainage. The remaining \$98,691.75 is sufficient to protect the interests of the City.

**MWBOO HAS APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Expenditure of Funds to pay BASF Corporation.

**AMOUNT OF MONEY AND SOURCE:**

\$109,824.84 - 2070-000000-5501-630066-604027

**BACKGROUND/EXPLANATION:**

The BASF Corporation provided Centrifuge Polymer to the Wastewater Treatment Plants for the past several years. BASF Corporation had a Master Blanket Purchase Order number P521816 which expired on October 10, 2017. A requisition to create a new master blanket Purchase Order for chemical was submitted in CitiBuy to the Bureau of Procurement on November 8, 2017. A new master blanket purchase order for this commodity, P541941, was issued by the Bureau of Procurement to Polydyne, Inc. effective December 14, 2017.

Due to the length of time it took to put the new contract out to bid and make the award to the new vendor, the old master blanket purchase order expired. However, additional loads of emulsion polymer were needed at both Wastewater Plants thus requiring the plants to place orders with the previous vendor, BASF Corporation.

The Department is requesting approval to pay BASF Corporation for the emulsion polymer provided after the old contract lapsed and before the new contract was awarded.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Public Works - Deed of Release and Surrender

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Deed of Release and Surrender to Eutaw Place Partners, LLC.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Eutaw Place Partners, LLC, a Maryland Limited Liability Corporation is requesting a release an 18' wide right-of-way known as the former bed of Jordan Street, in accordance with Ordinance No. 17-079 approved by the Mayor on December 18, 2017.

**MBE/WBE PARTICIPATION:**

This item is not a result of City procurement and the above named entity is responsible for all costs. MBE/WBE do not apply.

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



## AGENDA

### BOARD OF ESTIMATES

03/07/2018

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

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

The Board is requested to approve and authorize execution of the following Community Development Block Grant Agreement with Pigtown Main Street, Inc. The period of the Community Development Block Grant Agreement is July 1, 2017 through June 30, 2018.

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

\$ 8,000.00 - 2089-208918-5930-715926-603051  
42,000.00 - 2089-208918-5930-715972-603051  
**\$50,000.00**

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

This agreement will provide CDBG funds to subsidize the subgrantee's operating expenses. The subgrantee will utilize the funds to revitalize the Washington Village (Pigtown) neighborhood by attracting and retaining businesses and engaging in community sanitation and greening efforts. The subgrantee will facilitate economic development in the Washington Boulevard Commercial Business District by providing technical assistance and workshops to new and existing businesses.

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

**FOR FY 2018, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$88,730.00.**

**MBE: \$23,957.10**

**WBE: \$ 8,873.00**

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

#### **Department of Housing and - cont'd Community Development**

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 2016 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)

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, this agreement was delayed due to final negotiations and processing.

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE  
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Jasmine Shumaker.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
John Damond	5
John Jewitt	5
Erin Kelly	5
Shaileen Beyer	5
Alprescia Rivers	<u>5</u>
<b>Total</b>	<b>25</b>

Ms. Shumaker is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Shumaker to remain in pay status.

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

Mayor's Office of Immigrant and - Safe Cities Network Agreement  
Multicultural Affairs

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

The Board is requested to approve and authorize execution of the Safe Cities Network Agreement with VERA Institute of Justice, Inc. (Vera). The Safe Cities Network Agreement is effective upon Board approval for one year, unless terminated earlier according to provisions provided.

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

\$100,000.00 - VERA  
95,115.07 - 6000-631218-1250-775700-603051  
4,884.93 - 5000-535918-1250-775700-603026  
\$200,000.00

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

In March 2017, the Mayor's Office of Immigrant and Multicultural Affairs (MIMA) responded to Vera's SAFE (Safety and Fairness for Everyone) Cities Network RFP process seeking to match public funds towards universal legal representation for immigrants in cities and counties. As a result, Baltimore City was selected and awarded matching funds in the amount \$100,000.00 by Vera's catalyst fund to provide direct legal representation of eligible immigrants living in the City of Baltimore. Vera's matching grant award of \$100,000.00, along with the City's grant of \$100,000.00 for a total of \$200,000.00 will fund Capital Area Immigrants' Rights Coalition, a legal service provider qualified to do business and is in good standing in the State of Maryland.

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

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

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Department of General Services - Task Assignment

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

The Board is requested to approve the assignment of Task No. 11 to Gant Brunnett Architects, Inc. under Project No. 1218, School #28 Renovations. The original agreement will expire on March 31, 2019. The period of the Task Assignment is approximately two years.

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

\$229,020.04 - 9904-905228-9127-900000-703032

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

Under this task assignment, Gant Brunnett Architects, Inc. will provide design, bid analysis, and post award services for renovations to School #28. The duration of this task is approximately two years.

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

Gant Brunnett Architects, Inc. has committed to utilize the following firms:

<b>MBE:</b> Johnson Consultants	\$65,182.38	28.46%
Daniels Consultants	14,269.08	6.23%
EBA Engineering	6,142.72	2.68%
<b>WBE:</b> A square Plus	\$18,454.44	8.0%

**APPROVED BY MWBOO**

**APPROVED FOR FUNDS BY FINANCE**

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

## **AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of General Services - Supplemental Agreement for  
Project 1219 and Ratification

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

The Board is requested to approve and authorize execution of the Supplemental Agreement for Project 1219, On-Call Civil Structural Engineering Services with Alpha Corporation. The Supplemental Agreement is effective upon Board approval through September 8, 2019.

The Board is also requested to ratify tasks assignments that were not processed before the original agreement expired. The Original Agreement expired on September 08, 2017.

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

N/A, funds will be identified as tasks are processed.

### **BACKGROUND/EXPLANATION:**

On September 09, 2015, the Board approved the original agreement for a two-year period with an upset dollar amount of \$1,000,000.00. A task in the amount of \$333,926.15 has been approved to date. The current dollar amount available under the upset limit is \$666,073.85. Due to an administrative error, the original agreement expired before tasks were completely processed. This Supplemental Agreement for Project 1219 will allow Alpha Corporation to continue to provide services for ongoing projects as needed by the Department of General Services.

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

The Consultant will continue to comply with the MBE goal of 27% and the WBE goal of 10% that were approved in the original agreement for Project 1219.

### **AUDITS NOTED THE ON-CALL AGREEMENT AND WILL REVIEW EACH TASK ASSIGNMENT.**

(The Supplemental Agreement for Project 1219 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Department of Public Works/ - Agreement with Baltimore  
Bureau of Water & Wastewater City Community College

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Baltimore City Community College to conduct six sessions of a Utility Installer Water Certification Preparation Course for the Department of Public Works, Bureau of Water and Wastewater - Utilities Maintenance Division. The period of the agreement is effective upon Board approval through March 31, 2020, with the option to renew for two additional years.

**AMOUNT OF MONEY AND SOURCE:**

\$24,570.00 - 2071-000000-5521-393204-603020  
24,570.00 - 2070-000000-5521-393400-603020  
**\$49,140.00**

**BACKGROUND/EXPLANATION:**

The Department of Public Works requires that employees who are considered Operators of Water Systems hold temporary or full certification. In order to prepare our utilities employees to successfully take and pass the certification exam, the agency has enlisted the assistance of Baltimore City Community College to train these employees.

Baltimore City Community College has provided a custom curriculum that enables these employees to be exposed to the technical requirements of the certification process as it relates to the actual work environment of the water industry. Baltimore City Community College has provided previous training for the City, and we are requesting that the Board approve this session of training for Water Utility Operators.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Bureau of Water & Wastewater - cont'd

This request is for six instructional class sessions for employees hired as Utility Installer Repairers. The training will take place on-site at a City facility, using existing equipment and materials, and will begin upon Board approval. Each session will be invoiced for \$8,190.00, as we have requested six sessions which total \$49,140.00.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



## **AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Mayor's Office of Employment Development (MOED) - Grant Award

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

The Board is requested to approve acceptance of a Grant Award from the Maryland State Department of Labor, Licensing and Regulation. The period of the Grant Award is December 1, 2017 through June 30, 2018.

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

\$9,467.00 - 4000-419218-6312-456000-404001

### **BACKGROUND/EXPLANATION:**

The MOED has received a Grant Award to purchase signage for the interior of the East and Westside Career Centers and external signage for the Eastside Career Center. A standardized template will be created and will be designed to include new language for the American Job Center. Printing materials, outreach tools, posters, and banners will also be purchased to aide outreach activities.

The Grant Award is late because additional time was required to reach a comprehensive understanding between the parties.

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

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

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

## **AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Mayor's Office of Employment Development (MOED) - Grant Award

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

The Board is requested to approve acceptance of a Grant Award from the Maryland State Department of Labor, Licensing and Regulation. The period of the Grant Award is January 15, 2018 through September 30, 2018.

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

\$255,213.00 - 4000-809918-6312-456000-404001

### **BACKGROUND/EXPLANATION:**

The MOED has received a Grant Award to administer a highway or capital transit related training and workplace life skills program for low-skilled, unemployed or underemployed Baltimore City residents. The training program will consist of hands on, project-based highway and capital transit construction related occupational training, job readiness and comprehensive case management and employment services.

The Grant Award is late because of the late notification of approval from the grantor.

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

- |  |              |         |
|--|--------------|---------|
| 1. VALLEY CHEVROLET, LLC<br>t/a AUTONATION CHEVROLET<br>TIMONIUM   | \$500,000.00 | Renewal |
| Contract No. B50003375 - O.E.M. Parts and Service for General Motors Vehicles - Department of General Services - Fleet Management - P.O. No. P526746 |              |         |

On March 26, 2014, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. Subsequent actions have been approved and one renewal option has been exercised. This final renewal in the amount of \$500,000.00 is for the period April 1, 2018 through March 31, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On January 24, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. There are no certified MBEs or WBEs who are authorized General Motors parts or service providers.

**MWBOO GRANTED A WAIVER.**

- |   |         |         |
|---|---------|---------|
| 2. CHEMRITE, INC.   | \$ 0.00 | Renewal |
| Contract No. B50004849 - Phosphoric Acid-15% - Department of Public Works - Water and Wastewater - P.O. No. P539310 |         |         |

On March 29, 2017, the Board approved the initial award in the amount of \$100,000.00. The award contained four 1-year renewal options. This first renewal is for the period April 15, 2018 through April 14, 2019, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

**MBE/WBE PARTICIPATION:**

On December 21, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |    |   |             |         |
|----|---|-------------|---------|
| 3. | STRATIVIA LLC   | \$ 9,000.00 | Renewal |
|    | Contract No. 08000 - Annual Website Maintenance - Office of the City Council President - P.O. No. P530884 |             |         |

On April 21, 2015, the City Purchasing Agent approved the initial award in the amount of \$9,000.00. The award contained three renewal options. The vendor is the sole provider of the customized software and consequently the sole provider of the maintenance and support for the software for the City Council President's website. Two renewal options have been exercised. This final renewal in the amount of \$9,000.00 is for the period April 22, 2018 through April 21, 2019. 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. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

- |    |  |         |         |
|----|--|---------|---------|
| 4. | SECURITY EQUIPMENT CO.   | \$ 0.00 | Renewal |
|    | Contract No. B50003321 - New Holland Equipment O.E.M. Parts and Service - Department of General Services - Fleet Management - P.O. No. P526556 |         |         |

On February 26, 2014, the Board approved the initial award in the amount of \$225,000.00. The award contained two renewal options. On March 8, 2017, the Board approved the first

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period May 1, 2018 through April 30, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On February 5, 2014, it was determined that no goals would be set because of no opportunity to segment the contract. There are no O.E.M. Parts and Service centers for New Holland listed.

**MWBOO GRANTED A WAIVER.**

5. **FIRST CALL**

SECURITY EQUIPMENT CO.

**SECOND CALL**

TURF EQUIPMENT AND SUPPLY  
COMPANY, INC.

	\$ 0.00	Renewal
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Contract No. B50003397 - O.E.M. Parts and Service for Toro Equipment - Department of General Services - Fleet Management - P.O. Nos. P526887 and P528564

On April 9, 2014, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period April 9, 2018 through April 8, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On February 15, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. There

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

are currently no certified MBEs or WBEs who are authorized Toro parts or service providers.

**MWBOO GRANTED A WAIVER.**

6. SUBURBAN SALES AND RENTAL	\$200,000.00	
CENTER, INC.		
SNAP-ON INDUSTRIAL DIVISION	100,000.00	
OF IDSC HOLDINGS LLC		
FASTENAL COMPANY	200,000.00	
HILTI, INC.	100,000.00	
	<b>\$600,000.00</b>	Renewal

Contract No. B50004414 - Hand and Power Tools and Related Hardware Items - Department of General Services - P.O. Nos. P534611 and P534614

On February 24, 2016, the Board approved the initial award in the amount of \$500,000.00. The award contained three 1-year renewal options. On October 5, 2017, the City Purchasing Agent approved an increase in the amount of \$24,000.00. This second renewal in the amount of \$600,000.00 is for the period April 1, 2018 through March 31, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 14, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

- |   |         |         |
|---|---------|---------|
| 7. HOLABIRD ENTERPRISES OF<br>MARYLAND, INC. t/a<br>TRANS-TECH TRANSMISSION<br>CENTER   | \$ 0.00 | Renewal |
| Contract No. B50003329 - Heavy Duty Automatic Transmission and Differential Rebuild and Repair Service - Department of General Services - Fleet Management - P.O. No. P526856 |         |         |

On April 2, 2014, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. On January 11, 2017, the Board approved the first renewal in the amount of \$900,000.00. This final renewal in the amount of \$0.00 is for the period May 1, 2018 through April 30, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 24, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |         |         |
|--|---------|---------|
| 8. MYERS TIPCO TECHNOLOGIES,<br>INC.   | \$ 0.00 | Renewal |
| Contract No. B50003973 - Hydraulic Hoses and Fittings - Department of General Services - Fleet Management - P.O. No. P530898 |         |         |

On April 15, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period May 1, 2018 through April 30, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

**MBE/WBE PARTICIPATION:**

On February 24, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 9. ANCHOR SOFTWARE, LLC   | \$ 12,152.37 | Renewal |
| Contract No. 08000 - MaxCASS Perpetual License Agreement -<br>Department of Public Works - Req. No. P535218 |              |         |

On April 26, 2016, the City Purchasing Agent approved the initial award for the amount of \$11,022.55. On February 28, 2017, the City Purchasing Agent approved the first renewal for the amount of \$11,573.68. The Board is requested to approve the second renewal for the amount of \$12,152.37. The second renewal will make the total contract amount \$34,748.60.

**MBE/WBE PARTICIPATION:**

MBE/WBE participation is not applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.00.

- |   |              |         |
|---|--------------|---------|
| 10. MUNICIPAL EMERGENCY<br>SERVICES, INC.                                 | \$100,000.00 | Renewal |
| Contract No. B50003162, Fire Hose - Fire Department - Req.<br>No. P526529 |              |         |

On February 26, 2014, the Board approved the initial award for the amount of \$150,000.00. On January 28, 2015, the Board approved the first renewal at no cost. On September 9, 2015, the Board approved an increase for the amount of \$241,056.00.



**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

On October 21, 2015, the Board approved the second renewal for the amount of \$150,000.00. On February 15, 2017, the Board approved the third renewal for the amount of \$100,000.00. The Board is requested to approve the fourth renewal for the amount of \$100,000.00. The fourth renewal will make the total amount \$741,056.00.

**MWBOO GRANTED A WAIVER.**

11. WASTE EQUIPMENT SALES

AND SERVICES, LLC.	N/A	Renewal
Contract No. B50003366, Parts and Service for Transfer Trailers and Tankers - Department of General Services, Fleet Management - Req. No. P526867		

On April 09, 2014, the Board approved the initial award for the amount of \$80,000.00. On March 25, 2015, the Board approved an increase for the amount of \$100,000.00. On March 15, 2017, the Board approved the first renewal for the amount of \$200,000.00. The Board is requested to approve the final renewal at no cost.

**MWBOO GRANTED A WAIVER.**

12. MILTON S. HERSHEY MEDICAL

CENTER	\$ 50,000.00	Renewal
Contract No. 06000, Non-Emergent Air Transportation Services - Health Department - Req. No. P530994		

On April 29, 2015, the Board approved the initial award for the amount of \$50,000.00. On April 06, 2016, the Board approved the first renewal for the amount of \$50,000.00. On April 26, 2017, the second renewal was approved the Board for the amount of \$50,000.00. The Board is requested to approve the third renewal for the amount of \$50,000.00. With the third renewal, the total contract amount will be \$200,000.00.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

- |  |              |                 |
|--|--------------|-----------------|
| 13. <u>SIEMENS INDUSTRIES, INC.</u>  | \$ 84,100.00 | Selected Source |
| Solicitation No. 08000 - i2 Central System Maintenance and Support - Department of Transportation - Req. No. R784764 |              |                 |

Siemens i2 software and hardware that manages the ATMS integration for the Traffic Management Center is proprietary to Siemens Industries. No other company is capable of providing support for the i2 system and hardware to manage the traffic operations for the Department of Transportation. The period of the award is December 17, 2017 through December 16, 2018. 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 is a maintenance and support for existing Advance Traffic Maintenance System provided by the vendor.

- |   |              |         |
|---|--------------|---------|
| 14. <u>ERIE COTTON PRODUCTS, INC.</u>   | \$ 49,500.00 | Low Bid |
| Solicitation No. B50005270 - Shop Towels/Wiping Cloths (Fleet) - Department of General Services - Fleet Management - Req. No. R783119 |              |         |

Vendors were solicited by posting on CitiBuy. On January 29, 2018, the three bids received were opened. Award is recommended to the lowest responsive and responsible bidder. The award is for the period April 1, 2018 through March 31, 2021 with no

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

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

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

renewal options. 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.

15. ADT LLC	\$ 0.00	Assignment Agreement
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Contract No. B50000984 - Installation, Repair & Maintenance for Commercial Security Alarm & Fire Protection Systems for Various Baltimore City Agencies: B50003927 - Maintenance, Repair & Installation Services for Electronic Security Systems; and B50004301 - Repair and Maintenance Services for Electronic Fire Alarm Systems and Associated Equipment - Departments of General Services, Public Works and Baltimore City Police Department, etc. - P.O. Nos. P508352, P530584 and P533699

The Board is requested to approve and authorize execution of an Assignment Agreement with ADT LLC.

On March 23, 2016, the Board approved the assignment of the above contracts to Protection One Alarm Monitoring, Inc. ADT LLC has acquired the rights, title and interest in Protection One Alarm Monitoring, Inc. and is requesting the assignment of these contracts to ADT LLC.

**MBE/WBE PARTICIPATION:**

Not applicable. The Board is requested to approve the Assignment Agreement only.

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

Bureau of the Budget and - Grant Award and Appropriation  
Management Research (BBMR) Adjustment Order No. 56

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

The Board is requested to approve and authorize execution of a Grant Agreement from the Foundation to Promote Open Society. The period of the Grant Award is November 01, 2017 through April 30, 2019.

The Board is further requested to approve the Appropriation Adjustment Order to transfer Grant Funds within the Baltimore City Health Department from Service 715: Administration, to Service 307: Substance Abuse and Mental Health.

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

\$180,000.00 - From: 4000-400018-3001-568000-603050 (Service 715)  
To: 6000-606908-3070-268400-406001 (Service 307)

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

The total grant award is \$270,000.00 and an appropriation order is being requested for \$180,000.00 for FY18.

The purpose of this grant award is to support the development and implementation of a dashboard showing real time capacity tracking system at addiction treatment facilities in Baltimore. This tool will strengthen access across the City and enable service delivery and coordination between behavioral health providers, healthcare institutions, community organizations, and other City institutions. The grant is late because of a delay in receiving the required documentation.

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

N/A

BBMR - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Health Department - Agreements

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

1. **CHASE BREXTON HEALTH SERVICES, INC.** **\$297,446.00**

Account No.: 5000-569718-3023-274411-603051

Chase Brexton Health Services, Inc. will provide Health Education/Risk Reduction Services (HERR) for clients living with HIV, and how to reduce the risk of HIV transmission. HERR will include sharing information about medical and psychosocial support services and counseling clients to improve their health status. The period of the agreement is July 1, 2017 through June 30, 2018.

2. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 94,886.00**

Account No.: 5000-569718-3023-274412-603051

Chase Brexton Health Services, Inc. will provide Medical Nutrition Therapy that includes nutrition assessment and screening, dietary/nutritional evaluation, develop a nutrition plan, distribution of food and/or nutritional supplements per medical provider's recommendation and nutrition education and/or counseling.

All services will be pursuant to a medical provider's referral and based on a nutritional plan developed by the registered dietitian or other licensed nutrition professionals. Services will be provided in individual and/or group settings, outside of HIV Outpatient/Ambulatory Health Services. The period of the Agreement is July 1, 2017 through June 30, 2018.

The agreements are late because the Maryland Department of Health and Mental Hygiene's (DHMH) Prevention and Health Promotion Administration (PHPA) programmatically manages State Special services. The providers are asked to submit a budget, budget

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Health Department - cont'd

narrative, and scope of services. BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

3. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$163,201.00**

Account No.: 4000-484818-3023-718000-603051

The University of Maryland's STAR TRACK Adolescent HIV Program has a long history of providing HIV care and supportive services to the youth of color with and at risk of HIV infection. They have implemented many initiatives aimed to assist men who have sex with men (MSM) and transgender youth. Specifically for this project, they will: Serve as a provider to engage HIV-positive and HIV-negative clients in HIV prevention and care services, including HIV testing, Pre-Exposure Prophylaxis (PrEP)/Antiretroviral (ART) management, and screening and referral to supportive services. The period of the Agreement is September 30, 2017 through September 29, 2018.

The agreement is late because of a delay in the Department's administrative process.

4. **GAY, LESBIAN, BISEXUAL, AND TRANSGENDER** **\$183,911.00**  
**COMMUNITY CENTER OF BALTIMORE &**  
**CENTRAL MARYLAND, LTD (GLCCB)**

Account No.: 4000-484718-3023-718000-603051

The GLCCB has been an important community resource for men who have sex with men (MSM) and transgender communities in Baltimore for more than two decades and among this community, reaching. MSM of color is an integral focus of the GLCCB's work. For the purposes of this project, the GLCCB will have their Peer Navigators assist HIV-negative clients with

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Health Department - cont'd

accessing HIV prevention services, including PrEP, nPEP and supportive services. They will provide training among collaborative partners on best practices for providing PrEP, nPEP, and other prevention services in collaboration with the Department, Reach and other collaborative partners. The GLCCB will conduct programs and events to engage and inform the priority population, including town halls, community forums, educational events, social marketing activities and support programs. It will conduct outreach to recruit and refer the priority population to the collaborative and other supportive service agencies, and participate in and contribute to P515-1506 meeting (e.g. collaborative-wide, navigator, provider, etc.) It will also submit data in accordance with the requirements and perform any other P515-1406 activities identified by the Department as essential. The period of the Agreement is September 30, 2017 through September 29, 2018.

This agreement is late because of a delay during the administrative review process.

5. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$426,360.00**

Account No.: 1001-000000-3100-295900-603051

The BMS will work with the Department to provide School Health services which consist of School Health Suite Coverage (SHSC) and School Based Health Centers (SBHC). The BMS will provide services at Tench Tilghman Elementary/Middle School, Harford Heights Elementary, Collington Square Elementary/Middle School, Northwestern High School, Patterson High School, Mergenthaler Vocational Technical High School, Paul Lawrence Dunbar High School, and Vanguard Collegiate Middle School/Furley.

The BMS will also provide extended school year coverage at Paul Lawrence Dunbar High School and Harford Heights Elementary for the period of July 1, 2017 through July 30, 2018.



## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Health Department - cont'd

The BMS will maintain approval from the Maryland Medical Assistance Program for designation of the school-based clinics at Collington Square Elementary/Middle School, Vanguard Collegiate Middle School, Harford Heights Elementary, Paul Lawrence Dunbar and Patterson High School as SBHC5. BMS will provide the Department with documentation of such approval. Should either of the sites lose its designation as a SBHC for any reason, BMS will notify the Department in writing within 15 days of the loss of such designation. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because of the delay in finalizing the budget and scope of services.

#### **MWBOO GRANTED A WAIVER.**

#### **6. ACTION IN MATURITY, INC. \$41,326.00**

Account No.: 4000-433518-3024-768905-603051

Action in Maturity, Inc. will serve as the community focal point for seniors and their caregivers. The services provided will include but are not limited to social, recreational and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2017 through September 30, 2018.

This agreement is late because the Department was waiting on finalization of budget and signatures from the provider.

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

#### Health Department - Ratification of Agreement

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

The Board is requested to ratify the Agreement with The Johns Hopkins University. The period was January 1, 2017 through December 31, 2017.

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

\$872,513.00 - 4000-499016-3023-513200-603051

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

JHU provided HIV counseling testing and referral services to high risk clients, and addressed ways to improve the quality and provisions of HIV counseling and testing. HIV Counseling, Testing, and Referral (CTR) services ensure that counseling and testing results are confidential. It also provided responsive HIV services and information to clients regardless of whether prevention counseling was provided, and adhere to local, state, and federal regulations and policies that govern provisions of HIV services.

The agreement is late because budget revisions delayed processing.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

Health Department - Ratification of Grant Award  
and No-Cost Time Extension

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

The Board is requested to ratify the Grant Award from the Aaron Straus and Lillie Straus Foundation, Inc. The period of the grant award was July 1, 2015 through June 30, 2016.

The Board is further requested to approve and authorize the No-Cost Time Extension for the Grant Award from the Aaron Straus and Lillie Straus Foundation, Inc. The No-Cost Time Extension will extend the period of the Grant Award through June 30, 2019.

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

\$75,000.00 - 6000-626616-3080-292302-406001

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

On November 18, 2015, the Department received the grant award from the Aaron Straus and Lillie Straus Foundation, Inc. for the Teen Pregnancy Prevention Initiative, in the amount of \$75,000.00 for the period of July 1, 2015 through June 30, 2016.

On October 16, 2017, the Grantor approved a no-cost time extension. This extension will allow for the continuation of Teen Pregnancy Prevention Initiative activities.

The grant award was late due to the administrative process and no-cost time extension is late because of a delay in receiving the required documentation.

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

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

(The Terms and Conditions of the Grant Award and No-Cost Time Extension have been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

Health Department - Amendment No. 1 and 2 to Notice  
of Grant Award

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

The Board is requested to ratify Amendment No. 1 and 2 to Notice of Grant Award from the Maryland State Department of Education. The period of the Amendment No. 1 and 2 to Notice of Grant Award was July 1, 2015 through September 30, 2017.

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

Amendment No. 1 - N/A

Amendment No. 2 - \$10,000.00

Account: 4000-427116-3080-294300-404001

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

On December 23, 2015, the Board approved the original Notice of Grant Award in the amount of \$2,313,136.00 for the period of July 1, 2015 through September 30, 2016.

On January 20, 2016, the Department received Amendment No. 1 from the Maryland State Department of Education. Amendment No. 1 allowed for the amendment of payment codes for all lines of the grant. All other conditions remained in effect.

On May 26, 2016, the Department received Amendment No. 2 from the Maryland State Department of Education in the amount of \$10,000.00 for the period of July 1, 2015 through September 30, 2017. The purpose of Amendment No. 2 allowed for a one-time discretionary funding in the amount of \$10,000.00.

The Amendments are late due to administrative delays.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Health Department - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

(The Amendments No. 1 and 2 to Notice of Grant Award have been  
approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Health Department - Second Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Second Notice of Grant Award from the Maryland Department of Aging.

**AMOUNT OF MONEY AND SOURCE:**

\$42,246.00 - 4000-433418-3044-273300-404001

**BACKGROUND/EXPLANATION:**

On January 10, 2018, the Board approved the original Notice of Grant Award in the amount of \$26,813.00 for the period of April 1, 2017 through March 31, 2018.

This Second Notice of Grant Award will provide funds to support public education about health insurance plan options to Baltimore City senior residents and their families.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

Health Department - Notice of Award and Two-Month Advance

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notice of Award (NOA) from the U.S. Department of Health and Human Services, Health Resources and Services Administration. The period of the award is March 1, 2018 through February 28, 2019.

The Board is also requested to approve a two-month advance of funds to the Associated Black Charities, Inc. (ABC), Subgrantee. The period of the advance of funds is March 1, 2018 through April 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$3,098,625.00 - 4000-427718-3023-606100-404001  
336,007.00 - 4000-498718-3023-606100-404001  
**\$3,434,632.00**

The Two-Month Advance to ABC is as follows:

<u>Amount</u>	<u>Program Services</u>	<u>Account No.</u>
\$ 92,958.00	Part A - Administration	4000-427718-3023-273302-603051
2,633,831.00	Part A - Providers	4000-427718-3023-273303-603051
1,080.00	MAI - Administration	4000-498718-3023-606101-603051
285,606.00	MAI - Providers	4000-498718-3023-606102-603051
<b><u>\$3,013,475.00</u></b>		

**BACKGROUND/EXPLANATION:**

This NOA will allow the Department to provide funds for essential HIV/AIDS health care and other services to those who lack or are partially covered by health insurance. Covered services include primary medical care, case management, and assistance in obtaining medications, hospice care, substance abuse treatment, mental health services and other limited services in the areas of housing, transportation, food, legal, childcare, outreach services, and other supportive services to persons infected by HIV/AIDS.

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

#### Health Department - cont'd

The advance of funds will allow for continuity of Ryan White Part A formula and Minority AIDS Initiative services while scopes of services and budgets are being reviewed and approved for the current program year. Any funds advanced to ABC, prior to execution of an agreement are subject to the terms and conditions of said agreement. The Subgrantee agrees that all expenditures are to be made in accordance with the terms and conditions of the funding source.

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

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

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

Office of the City Council - Governmental/Charitable  
Solicitation Application

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

The Board is requested to endorse a Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen to solicit donations from local individuals, businesses and the general population to support a summer youth job opportunity program "This Is Working." The period of the campaign will be effective upon Board approval through February 28, 2019.

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

No general funds are involved in this transaction.

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

Donations will be solicited from Baltimore businesses, civic leaders, the foundation community and the general population. A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors.

However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors. "This is Working" is a workforce development program designed to build "on-ramps" between Baltimore's developing industries and our youth. We seek to expose young people to 21<sup>st</sup> century work, and develop deep relationships with employers. We will utilize best practices from across the county to teach critical life skills, such as communication, time management, workplace etiquette etc.

This program is a collaboration between partners in industry, nonprofits and government. We have been working with the Mayor's Office of Economic Development and several non-governmental partners.

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Office of the City Council - cont'd

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**03/07/2018**

Office of the City Council - Governmental/Charitable  
Solicitation Application

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

The Board is requested to endorse a Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen and staff to solicit donations for Our Victorious City, a non-profit organization, to provide scholarships to benefit victims of violence. The period of the campaign, pending Board approval, will be effective upon Board approval through February 28, 2019.

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

No general funds are involved in this transaction.

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

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

Our Victorious City, founded by Ms. Victory Swift, in memory of her late son Mr. Victorious Swift, seeks to end violence in Baltimore City. To do this, the organization offers scholarships for students who are victims of violence. The organization has also partnered with Ms. Tina Giles Forrester, the widow of Mr. James Forrester, to create a scholarship in his honor for young

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

#### Office of the City Council - cont'd

people interested in music. Mr. Cohen seeks to solicit donations on behalf of Our Victorious City to better support young people impacted by violence throughout Baltimore.

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

## AGENDA

### BOARD OF ESTIMATES

03/07/2018

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

The Board is requested to approve a refund of real property taxes for the following claimant:

It is the opinion of the Law Department that Ms. Connor, Claimant, meets the qualifications for a real property tax exemption as the surviving spouse of a disabled veteran, and that she is eligible to receive a refund of taxes because she is the surviving spouse of a veteran honorably discharged from the armed services, declared by the Veterans' Administration to have a permanent 100% service connected disability, and occupied a single family dwelling during the period in question. The dwelling house, owned by the Claimant, was formerly occupied by Mr. Connor, a disabled veteran, who was domiciled in the State at the time of his death. After her husband's death, the Claimant continues to reside in the dwelling house. It has been determined that the claimant is entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. <b>ELLEN CONNOR SURVIVING SPOUSE OF BARRY N. CONNOR</b>	3608 Duvall Avenue	2016/2017	\$ 3,695.23
		2015/2016	2,880.64
		2014/2015	3,685.69
		<b>Total Refund</b>	<b>\$10,261.56</b>

Pursuant to the Tax Property Article, Section 7-208 (c), after a disabled veteran dies, the surviving spouse of the disabled veteran shall receive a disabled veteran's property tax exemption.

Pursuant to the Tax Property Article, Section 7-208(g), which empowers the governing body of a county or municipal corporation to authorize a refund to a disabled veteran or the surviving spouse of a disabled veteran who receives an exemption for real property taxes paid during taxable years in which an exemption was authorized but not granted.

Law Department - cont'd

A surviving spouse may apply for a refund for tax paid on the dwelling house while the exemption was available, only if the surviving spouse applies for the exemption during the 3-year period beginning with the calendar year in which the surviving spouse initially became eligible for an exemption.

# AGENDA

BOARD OF ESTIMATES

03/07/2018

## OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
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## OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Department of Housing and Community Development</u>	<u>Rescission of Condemnation and Approval of Option</u>
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## Rescission and Re-Approval

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
1.	The Chesed Fund, LTD	16-20 N. Carrollton Avenue	F/S	\$9,000.00

On July 12, 2017, the Board approved the acquisition of the \$9,000.00 ground rent interest, by condemnation, in the property located at 16-20 N. Carrollton Avenue. Since the original Board approval the owner has agreed to the sale price in the amount of \$9,000.00 for the 16-20 N. Carrollton Avenue and would like to proceed with a voluntary settlement. In addition, the owner has an additional property that is included in the option as listed below.

2.	The Chesed Fund, LTD	1210-1218 W. Fairmount Avenue	F/S	\$24,150.00
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Funds are available in City Bond Funds, Account No. 9910-914135-9588-900000-704040, Poppleton Project.

In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amount.

**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			
1. Chichi Nyagah-nash	2018 Annual	Internal	\$3,824.92
Robert Schley	FASTER Conference	Service	
Phillip Locklear	Virginia Beach, VA	Fund	
Renee Johnson	March 25 - 28, 2018		
Ray Lacher	(Reg. Fee \$725.00		
Bob Gibson	each)		
Lynette Svoboda			

The registration fee of \$725.00 per person is included in the FASTER support contract with CCG Systems and paid separately. Therefore, the disbursement to each attendee is \$521.58.

Ms. Renee Johnson will be attending the full conference on 3/28/2018, and will drive home on 3/29/2018. Therefore, the Department is requesting an additional day of subsistence in the amount of \$158.00 for hotel costs and \$63.44 for taxes. Therefore, the disbursement to Ms. Johnson is \$695.44.

Mayor's Office of Criminal Justice

2. Kenya Asli	NGMA	Grant	\$1,839.44
	Annual Conference		
	Alexandria, VA		
	April 4 - 5, 2018		
	(Reg. Fee \$785.00)		

The subsistence rate for this location is \$322.00 per night. The hotel cost is \$253.00 per night, plus hotel taxes of \$33.53 per night. The hotel cost (including taxes) of \$1,066.57 and registration cost of \$785.00 were prepaid on a City-issued procurement card assigned to Renee Newton. Therefore, the disbursement to Ms. Asli is \$267.00.



**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System</u>			
3. Paul DeSimone	Annual Conference and Exhibition New York, NY May 12 - 17, 2018 (Reg. Fee \$0.00)	Special Funds - Fire and Police	\$2,394.65

The subsistence rate for this location is \$327.00 per night. The hotel cost is \$369.00 per night, plus hotel room tax of \$54.42 per night, hotel resort fee of \$1.50 per night, and hotel occupancy tax of \$2.00 per night. The Department is requesting additional subsistence of \$210.00 to cover the cost of the hotel, and \$200.00 for meals and incidentals. Mr. DeSimone will be disbursed \$2,394.65.

4. N. Anthony Calhoun	Institutional Investors Forum Monterey, CA March 10 - 15, 2018	Special Funds- Fire & Police	\$1,634.37
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The allowed subsistence for this area is \$216.00 per day for a total of \$648.00. The hotel cost is \$555.00. The agency is requesting an addition \$27.00 to cover the cost of meals and incidental expenses.

Mr. Calhoun will attend the Institutional Investors' Forum from March 11-13, 2018. However, Mr. Calhoun will cover the remaining two days from March 14-15, 2018 at his own expense.

**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council</u>			
5. Hosea Chew	SHRM Annual Conference & Exposition Chicago, IL June 17 - 20, 2018 (Reg. Fee \$1,455.00)	General Funds	\$2,979.61

The subsistence rate for this location is \$289.00 per night. The cost of the hotel is \$279.00 per night plus taxes of \$48.55 per night. The Department is requesting additional subsistence of \$30.00 per day for meals and incidentals.

The registration costs of \$1,455.00, airfare costs of \$361.96 and the hotel costs of \$982.65 were prepaid using a City-issued procurement card assigned to Mr. Hosea Chew. Therefore, the disbursement to Mr. Chew is \$180.00.

Baltimore City Fire Department

6. James Potteiger John Cashion Arthur Cate	Tricon Training Conference 2018 Anaheim, CA March 18 - 22, 2019 (Reg. Fee \$795.00 ea.)	General Funds	\$8,540.16
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The subsistence rate for this location is \$237.00 per night. The cost of the hotel is \$279.00 per night plus taxes of \$43.43 per night. The Department is requesting additional subsistence of \$40.00 per day for meals and incidentals.

The registration costs of \$795.00 were paid using a City-issued procurement card assigned to Mr. James Fischer for each attendee and the transportation costs of \$662.00 were prepaid using a City-issued procurement card assigned to Mr. James Potteiger for each attendee. Therefore, the disbursement to each attendee is \$1,389.72.

**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Employees' Retirement System</u>			
7. Adetutu Talabi	112 <sup>th</sup> Government Finance Officers Association Annual Conference St. Louis, MO May 5 - 9, 2018 (Reg. Fee \$380.00)	Special Funds - ERS	\$1,699.88

The subsistence rate for this location is \$184.00 per night. The cost of the hotel is \$169.00 per night plus taxes of \$29.98 per night. The agency is requesting additional subsistence of \$25.00 for meals and incidentals for the days of May 5 - 8, 2018 plus \$40.00 for May 9, 2018, because this is the last day of the conference and also the day Ms. Talabi will return.

The registration costs of \$380.00 was prepaid by the Employees' Retirement System.

Baltimore Police Department

8. Maxine Bickerstaff	Summit on Government Performance & Innovation Los Angeles, CA April 29 - May 3, 2018 (Reg. Fee \$0.00)	Asset Forfeiture	\$1,235.69
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Ms. Bickerstaff will pay the costs for April 29, 2018, which is prior to the conference. The transportation costs of \$383.96 was prepaid using a City-issued procurement card assigned to Tribhuvan Thacker. Therefore, the disbursement to Ms. Bickerstaff is \$851.73.

**AGENDA****BOARD OF ESTIMATES****03/07/2018****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
9. Stanley Davis Elwood Klump Jack McClinton	ABB Training - Admin and Installation Westerville, OH Feb. 25 - March 02, 2018 (Reg. Fee \$0.00)	\$	0.00
10. Stanley Davis Elwood Klump Jack McClinton	ABB Training - Engineering with Function Design Westerville, OH Mar. 11 - Mar. 23, 2018 (Reg. Fee \$0.00)	\$	0.00
11. Stanley Davis Elwood Klump Jack McClinton	ABB Training - Hardware and Maintenance/Trouble- shooting Westerville, OH April 29 - May 4, 2018 (Reg. Fee \$0.00)	\$	0.00

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

Please be advised that ABB is paying for all of the travel arrangements and travel expenses for the three employees for the three separate classes.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

State's Attorney's Office

**RETROACTIVE TRAVEL APPROVAL**

12. Elizabeth Stock	Investigating and Prosecuting Homicide in the Era of Crime TV Conference St. Petersburg, FL Oct. 9 - 13, 2017 (Reg. Fee \$835.00)	\$2,015.52
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On October 9 - 13, 2017, Ms. Stock traveled to St. Petersburg, Florida to attend the Investigating and Prosecuting Homicide in the Era of Crime TV Conference. The registration fee of \$835.00 was paid using EA000212621. The airfare costs of \$306.96, the hotel cost of \$570.00 and the hotel tax of \$74.10 were prepaid using a City-issued credit card assigned to Ms. Robin Haskins. Therefore, the disbursement to Ms. Stock is \$229.46.

This request is late because the notification of the grant award and acceptance of the award did not allow for submission prior to travel. The Department requests retroactive travel approval. The requested reimbursement to Ms. Stock is \$229.46 as follows:

**TRAVEL REIMBURSEMENT**

\$ 49.68 - Shuttle
<u>179.78 - Food</u>
<b>\$229.46</b>

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

State's Attorney's Office - cont'd

**RETROACTIVE TRAVEL APPROVAL**

13. Sarah Labus	Smart Prosecution      General    \$ 968.21
	Smart Suite Research Funds
	Practitioner Fellow
	Academy Training
	Lansing, MI
	July 24 - 28, 2017
	(Reg. Fee \$0.00)

Ms. Labus travelled to the Smart Prosecution Academy, Enhancing Crime Prevention/Security Program which focused on the importance of using science and data to support criminal justice planning and programming; develop capacity to translate research into practice; support the implementation of evidence-based practice; and enhance public safety and improve the delivery of fair and cost effective justice.

This request is late because the receipt of the training material and time to schedule trip prevented submission for Board approval prior to the trip. The agency apologies for the delay.

**TRAVEL REIMBURSEMENT**

The subsistence rate for this location is \$159.00 per day. The hotel rate is \$75.00 per night, and the hotel taxes are \$9.75 per night. The hotel for the amount of \$339.00 and airfare for the amount of \$370.66 were prepaid using a City-issued procurement card issued to Ms. Robin Haskins. Therefore, Ms. Labus is requesting reimbursement in the amount of \$258.55.

\$ 45.90 - Transportation
164.65 - Meals
48.00 - Incidentals
<hr/>
<b>\$258.55</b>

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

City Council

**RETROACTIVE TRAVEL APPROVAL**

14. Kristerfer Burnett	The Center for Popular Democracy Local Progress New City Councilmember Training Minneapolis, MN Dec. 15, 2017 (Reg. Fee \$0.00)	\$ 0.00
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On December 15, 2017, Mr. Burnett traveled to Minneapolis, Minnesota to attend the Local Progress New City Councilmember Training. Local Progress paid the cost of airfare and hotel accommodations. Mr. Burnett is not seeking reimbursement for any meals/incidentals. City funds were not expended.

This request is late because Mr. Burnett was not provided the cost of the hotel booking until the conclusion of the travel. The Department requests retroactive travel approval.

**AGENDA**

**BOARD OF ESTIMATES**

**03/07/2018**

**PROPOSAL AND SPECIFICATIONS**

1. Department of General Services - GS 14800R, Mitchell  
Courthouse 3<sup>rd</sup> & 4<sup>th</sup> Floor  
Courtrooms  
**BIDS TO BE RECV'D: 04/18/2018**  
**BIDS TO BE OPENED: 04/18/2018**
  
2. Department of Public Works/  
Department of Recreation & Parks - RP 17808, Lakeland Recreation  
Center Window Replacements  
**BIDS TO BE RECV'D: 04/11/2018**  
**BIDS TO BE OPENED: 04/11/2018**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**