

NOTICE:

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

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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

c. Procurement Lobbyist

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

d. Required Posting

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

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

BOARD OF ESTIMATES' AGENDA - FEBRUARY 26, 2020

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:

American Contractors of Baltimore, Inc.	\$ 1,500,000.00
Dustin Construction, Inc.	\$79,280,000.00
E & R Services, Inc.	\$ 8,000,000.00
Lems Contracting Co., Inc.	\$ 8,000,000.00
McNew Excavating, Inc.	\$ 1,500,000.00
Royale Construction Inc.	\$ 8,000,000.00
Sabre Demolition Corporation	\$ 1,500,000.00
Trijay Systems, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Shah & Associates, Incorporated	Engineer Construction Management
W Architecture and Landscape Architecture, LLC	Landscape Architecture

AGENDA

BOARD OF ESTIMATES

2/26/2020

Police Department - Renewal Agreements

The Board is requested to approve the one-year renewal of agreements with the listed Consultants.

The Department requires professional psychological services for pre-employment screening evaluations that are critical to its efforts to recruit and retain police officers and civilian personnel to fulfill its mission to provide for the safety and well-being of the Baltimore City community. The below-listed Consultants have expertise in the provision of these services and in the past have provided these services to other law enforcement agencies in the Baltimore metropolitan area. The Vendors will provide these services on a non-exclusive basis.

1. **FORENSIC & LAW ENFORCEMENT SERVICES, LLC** **\$75,000.00**

Account: 1001-000000-2003-796400-603018

On December 12, 2018, the Board approved the professional services agreement with Forensic & Law Enforcement Services, LLC for pre-employment screening evaluations in the amount of \$75,000.00, for the period December 12, 2018 through December 12, 2019 with two 1-year renewal options for \$225,000.00 in the aggregate during the three-year term of the agreement. The period of the renewal is December 13, 2019 through December 12, 2020, with one 1-year renewal option remaining.

2. **JACK LEEB** **\$75,000.00**

Account: 1001-000000-2003-796400-603018

On January 9, 2019, the Board approved the professional services agreement with Institute for Forensic Psychology for pre-employment screening evaluations in the amount of \$75,000.00, for the period January 9, 2019 through January 9, 2020 with two 1-year renewal options for \$225,000.00 in the aggregate during the three-year term of the agreement.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Police Department - cont'd

The period of the renewal is January 10, 2020 through January 9, 2021, with one 1-year renewal option remaining.

The requests to renew the agreements are late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with First Stop Wholesale Dealer, LLC, Tenant, for the premises containing 143 rental square feet, at 2901 Druid Park Drive. The period of the Lease Agreement is February 1, 2020 through January 31, 2021 with an additional one year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Base Rent</u>	<u>Monthly Installments</u>
1	\$2,580.00	\$215.00

\$2,580.00 annual base rent is payable to the City for the first year of the lease term. Upon execution of the renewal option, the base rent will increase by an amount equal to four percent from the prior lease year.

BACKGROUND/EXPLANATION:

First Stop Wholesale Dealer, LLC will use the premises for an administrative office and for no other purpose.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with Notre Dame Preparatory School, Inc. Tenant, for the rental of a portion of the property known as 3301 Waterview Avenue, for use of 23% of space in the Lower Level, containing 69 seats and rowing related equipment. The period is November 16, 2019 through November 15, 2020, with no renewal options.

AMOUNT OF MONEY AND SOURCE:

\$3,950.00 - annual rent

BACKGROUND/EXPLANATION:

The Lease Agreement is for the storage of boats on the lower level and rowing related equipment. The Tenant will have the right to use on a daily basis the locker rooms, toilets, shower rooms and ergometer room on the upper level. The Tenant at its own expense may perform some modifications to the leased premises to make it suitable for the purpose of storing boats, which must be approved by the City.

The Tenant may use the parking area, the facility manager will have the sole discretion to restrict access to the parking at any time for purposes of other events and activities at the facility. Trailers may park outside of the leased premises for the purpose of loading and unloading of boats, with prior approval. The Tenant must move or use a boat at least 2 times during the year, the boat will be put out of the building into the pen area if not moved. The Tenant must use a daily log for the boats and notify the facility manager of practices and special events at least six months in advance. The facility manager will conduct meetings with the Tenant on quarterly basis. If a boat is removed and/or replaced with another boat, the Tenant must notify the facility manager. The Tenant is responsible for Liability Insurance.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Real Estate - cont'd

The Space Utilization Committee approved the Lease Agreement on January 28, 2020.

The Lease Agreement is late because of the administrative process.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of General Services - Final Release of Retainage

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Final Release of Retainage Agreement with Bensky Construction Co., LLC under GS15830 - Central District Police Station Exterior Waterproofing.

AMOUNT OF MONEY AND SOURCE:

\$67,350.00 - 9916-907822-9197-000000-20001

BACKGROUND/EXPLANATION:

As of June 3, 2019, Bensky Construction Co., LLC has completed 100% of all work for GS15830-Central District Police Station Exterior Waterproofing. The City has agreed to a Final Release of Retainage in the amount of \$67,350.00 to the Contractor. Currently, the City is holding \$67,350.00 in retainage for the referenced project and wishes to release the total amount of the retainage. It has been determined the City's interests are fully protected by this release.

MWBOO HAS APPROVED THE FULL RELEASE OF RETAINAGE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

TRANSFERS OF FUNDS

* * * * *

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

9 - 10

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****2/26/2020****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$ 500,000.00	9910-903963-9587	9910-905210-9588
Pimlico Local	Park Heights	Pimlico Development
Aid - VLT	Corridor Greening Reserve	Incentive

This transfer will provide incentives to developers to help stabilize neighborhoods and promote new investment, focusing on the area around Pimlico Elementary/Middle School.

2. \$ 250,000.00	9910-903963-9587	9910-906212-9588
Pimlico Local	Park Heights	Pimlico INSPIRE
Aid - VLT	Corridor Greening Reserve	

This transfer will provide incentives to residents to help stabilize neighborhoods and promote new investment, focusing on the area around Pimlico Elementary/Middle School.

3. \$2,000,000.00	9910-924026-9587	9910-905226-9588
2 nd Affordable	New Affordable	Affordable Housing
Housing Loan	Housing Fund	Trust Fund

This transfer will move appropriations to the Affordable Housing Trust Fund to support activities outlined under the Charter. The City has agreed to make \$2,000,000.00 available to the Affordable Housing Trust Fund.

Department of Public Works/Office
of Engineering and Construction

4. \$5,182,930.20	9958-911146-9522	9958-907102-9520
Revenue Bond	SDC 7768 Harris Creek Watershed	SWC 7763, Drain Repairs at Various Locations

AGENDA

BOARD OF ESTIMATES

2/26/2020

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Department of Public Works/Office - cont'd <u>of Engineering and Construction</u>		
The transfer will cover the deficit in SWC 7763 Drain Repairs at Various Locations.		
<u>Department of Transportation</u>		
5. \$40,000.00	9950-911077-9513	
FED	Constr. Reserve	
	- Traffic Signal	
	Reconstruction	
10,000.00	9950-911077-9513	
<u>GF (HUR)</u>	Constr. Reserve	
	- Traffic Signal	
	Reconstruction	
\$50,000.00	-----	9950-917005-9512
		CCTV Cameras/Signals
		TR 15301

This transfer will cover the costs of prints and other related costs necessary to advertise project TR 15301, CCTV Cameras/Signals.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Recreation and Parks - Donation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Donation Agreement with Baltimore Heritage, Inc. (Donor), and KLR Construction, LLC (Contractor). The period of the Donation agreement is effective upon Board approval through Final Acceptance of the Project by the City.

AMOUNT OF MONEY AND SOURCE:

\$99,973.00 - No City funds will be transacted.

BACKGROUND/EXPLANATION:

The Donor received grant funding from the Maryland Department of Housing and Community Development and from Baltimore National Heritage Area and wishes to restore the comfort station located on City property known as Lafayette Square Park, which is owned and operated by the Department of Recreation and Parks. The Department approves of the Contractor hired by Donor to perform the work and has not participated in the Contractor selection. The Donor will pay the full amount of the restoration cost directly to Contractor, whether it be more or less than the indicated estimated cost. The Department acknowledges and gratefully accepts this donation of improvements and has not contributed to funding this project. All parties agree that upon completion of the Project, the improvements become the sole property of the City.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Mayor's Office of Homeless Services - Agreements

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

1. **ST. VINCENT DE PAUL,
OF BALTIMORE, INC.** **\$ 34,424.00**

Account: 5000-529120-3573-765400-603051

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Homelessness Solutions Program. As a sub-recipient St. Vincent de Paul of Baltimore, Inc. will provide rental assistance and supportive services to 60 individuals and/or families experiencing homelessness in the City. The Provider will offer service(s) under their Home Connections Program.

2. **HEALTH CARE FOR THE
HOMELESS, INC.** **\$1,149,911.00**

Account: 5000-507020-3573-757900-603051

The City has received a Maryland Department of Health grant to undertake the Assistance in Community Integration Services Pilot Program. As a sub-recipient, Health Care for the Homeless, Inc. will provide tenancy-based case management services for up to 200 formerly homeless individuals receiving Medicaid in the City.

MWBOO GRANTED A WAIVER ON FEBRUARY 12, 2020.

The Agreements are late because of a delay at the administrative level.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Mayor's Office of Homeless Services - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Award Agreement with the Travelers & Immigrants Aid's Heartland Alliance for Human Needs & Human Right, t/a Heartland Alliance, acting by and through its National Center on Employment & Homelessness (NCEH). The period of the Grant Award Agreement is July 1, 2019 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$65,000.00 - 7000-711820-3574-327200-404001

BACKGROUND/EXPLANATION:

The City has been awarded a Heartland Alliance Pathways Forward Challenge grant to address the root causes of homelessness in the City of Baltimore. As a recipient of the grant the City will:

- Conduct research and assess barriers to employment for homeless jobseekers;
- Collaborate with the Mayor's Office of Employment Development, workforce development practitioners, and people with lived experience to develop and implement employment strategy;
- Streamline referral processes and access to employment;
- Reduce disparities in employment, economic barriers, and outcomes for people experiencing homelessness, and
- Coordinate training and technical assistance to partner organizations and grantees to increase community adoption of best practice models and improve their performance outcomes, and service delivery.

As the fiscal agent, the Baltimore Civic Fund, Inc./Baltimore City Foundation, Inc. (BCF) received the funds for the grant award. The City reserves the option to either request the total allotment of

AGENDA

BOARD OF ESTIMATES

2/26/2020

Mayor's Office of Homeless Services - cont'd

the award in full to hire personnel as a City contractual employee or to hire personnel through the BCF to perform the duties as indicated above. The award will be disbursed by program year as follows: July 1, 2019 through June 30, 2020 for \$30,000.00; July 1, 2020 through June 30, 2021 for \$20,000.00; and July 1, 2021 through December 31, 2021 for \$15,000.00 for a total of \$65,000.00.

The Grant Award Agreement is late because of delays at the administrative level.

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.)

EXTRA WORK ORDERS

* * * * *

The Board is requested to approve the

Extra Work Orders

as listed on the following pages

16 - 21

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

2/26/2020

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 & Construction

1. EWO #008, \$111,000.00 - SC 882, Enhanced Nutrient Removal at the BRWWTP Project 2-Activated Sludge Plant No. 4
\$284,564,665.00 \$1,160,731.17 Archer Western - 95%
Contractors, LLC

The Office of Engineering & Construction is requesting additional funds for Contingent Fiber Optic Cable.

Sanitary Contract 882 (SC 882), included Bid Item No. 830, Contingent Fiber Optic Cable in conduit for the Distribution Control System (DCS).

During construction and shop drawing review, it was determined that the quantity of Fiber Optic cabling required to complete the contract would have to be revised to include work added to the SC 882 project to incorporate a number of necessary changes. The first change was necessitated by the work performed by the plant prior to the start of SC 882 construction. During construction, the existing Plant 1 Facilities had to be demolished along with the associated manholes to make room for the new Activated Plant 4. This work required installation of new fiber optic cable to maintain the existing DCS communications in existing buildings associated with Activated Plant 2.

Another upgrade was made to the SC 882 Distribution Control System to ensure a more resilient and secure DCS. The third

AGENDA

BOARD OF ESTIMATES

2/26/2020

EXTRA WORK ORDERS

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

Department of Public Works/Office of Engineering & Construction

change addition was made to install fiber optic cable to the new structures in the Activated Sludge Plant 4 footprint to incorporate the Plant's future change to void communications to each building as part of the SC 882 project work. This fiber optic cable will be installed concurrently with the required SC 882 DCS fiber optic cable to each building because it was deemed to be the most economical means to install this cable that would be required eventually if not installed at this time. These changes to the system require additional Fiber Optic Cable. 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.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 17% MBE and 16% WBE goals assigned to the original agreement.

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 12, 2019.

Department of General Services

2.	EWO #043 \$122,584.84 - GS 16804, Eastern Clinic Renovations on 1200 E. Fayette			
	\$2,742,100.00	\$738,237.29	E. Pikounis Construction Co., Inc.	0 98%

While performing a walkthrough of the Dental Suite at 1200 E. Fayette Street with the Health Department, it was discovered that not all necessary information regarding the

AGENDA**BOARD OF ESTIMATES****2/26/2020****EXTRA WORK ORDERS**

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

Department of General Services - cont'd

new and updated equipment was made available during design. As such, during construction, the Dental Suite was put on hold while the space was redesigned to meet the requirements of the existing, updated and new dental equipment that will be provided by the Health Department. This Change Order will compensate the Contractor for additional labor and materials associated with the revisions to the Dental Suite at 1200 E. Fayette Street.

MBE/WBE PARTICIPATION:

MBE: Couser Supply	\$11,269.92	9.19%
Horton Mechanical	44,568.58	36.36%
Total	\$55,838.50	45.55%
WBE: Cypress Painting	\$ 2,652.24	2.16%
JD Carpets	500.00	0.41%
Total	\$ 3,152.24	2.57%

THE EAR WAS APPROVED BY MWBOO ON JANUARY 10, 2020.

Department of Transportation/DOT Engineering and Construction

3.	EWO #001 \$74,994.90 - TR 19001, Reconstruction of Footways Citywide			
	\$842,000.00 \$0.00	J. Villa Construction Inc.	90 days	54%

This authorization is requested on behalf of the Department of Transportation - TEC Division for a 90-day non-compensable time extension. The additional time is needed for improve-

AGENDA

BOARD OF ESTIMATES

2/26/2020

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 Transportation/DOT Engineering - cont'd
and Construction

ments of sidewalks at various locations in the City. This Change Order requires an increase to existing item 602. The Notice to Proceed was issued on April 22, 2019 with a completion date of February 5, 2020, which will result in a new completion date of May 5, 2020. An Engineer's Certificate of Completion of Work has not been issued.

MWBOO SET GOALS OF 36% FOR MBE AND 13% FOR WBE.

THE EAR WAS APPROVED BY MWBOO ON JANUARY 15, 2020.

4. EWO #001 \$0.00 - TR 19014, Resurfacing Highways @ Various Locations - S.E. Sector IV
- | | | | | |
|----------------|--------|-------------------------------|----------|-----|
| \$1,768,813.24 | \$0.00 | Manuel Luis Construction Inc. | 108 days | 90% |
|----------------|--------|-------------------------------|----------|-----|

This authorization is requested by the Department of Transportation and provides for a 108-day non-compensable time extension. The additional time is needed to complete the work on this contract. The Notice to Proceed was issued March 29, 2019 with an original completion date of January 30, 2020. The extra time is needed to complete ongoing temperature sensitive work that requires asphalt placement, pavement markings, 7-inch and 9-inch concrete placement, and sidewalk and ADA repairs. The additional time will extend the contract through the spring of 2020 and allow for the completion of the proposed work. The contract was advertised using 210 working days and the additional 108 working days will result in a revised completion date of June 30, 2020. An Engineer's Certificate of Completion of Work has not been issued.

AGENDA

BOARD OF ESTIMATES

2/26/2020

EXTRA WORK ORDERS

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

Depart. of Transportation/DOT Engineering and - cont'd
Construction

MWBOO SET GOALS OF 26% FOR MBE AND 10% FOR WBE.

THE EAR WAS APPROVED BY MWBOO ON DECEMBER 30, 2019.

5. EWO #006 \$55,620.24 - TR 11318, Key Highway at Light Street
Intersection Improvements
- | | | | | |
|----------------|--------------|------------------|---|-----|
| \$6,325,113.50 | \$125,480.70 | Manuel Luis Con- | - | 70% |
| | | struction Inc. | | |

This authorization is for four additional items required to complete the work for TR 11318, Key Highway at Light Street Intersection Improvements. Item 135 - Temp 5", Preformed Tape will be used in lieu of existing contract items for temporary striping on concrete roadway sections so that the eradication of paint would not damage the concrete roadway due to its poor condition.

Peeling tape is easy and fast while eradication requires lengthy lane closures; Item 339, Straw Matting will be used for soil stabilization throughout the project. The use of straw matting is to expedite the rate of construction moving through phases; Item 874, Window Opening/Cast New Wall is required to complete the work due to a conflict of existing conduit encountered during the installation of LMH-1. Item 875, Water Value Adjustment and modification is required for the new openings, casting a new wall and closing the original opening and to change the profile of the new duct

AGENDA

BOARD OF ESTIMATES

2/26/2020

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 Transportation/DOT Engineering - cont'd
and Construction

bank due to a water valve box in the way of the asphalt shared-use trail. An Engineer's Certificate of Completion of Work has not been issued.

The contract has a DBE goal of 26%.

6. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$28,013.37	9962-941002-9563	9962-909073-9562
Others	Construc. Res.	Key Highway at
	Conduit Replace-	Light Street
	ment Program	TR 11318

This transfer will partially fund the costs associated with EWO 006 for Project TR 11318, Key Highway at Light Street Intersection Improvements with M. Luis Construction Co., Inc.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	FOUR TEN LOFTS, LLC.	1647	\$167,870.00

Four Ten Lofts, LLC, desires to install new water service and other utilities and services to improve its buildings at 422 West Mulberry Street, 410 North Eutaw Street, Baltimore. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$167,870.00 has been issued to Four Ten Lofts, LLC, which assumes 100% of the financial responsibility.

2.	VAN STORY BRANCH APARTMENTS, LLC.	1673	\$ 63,773.60
----	--	-------------	---------------------

Van Story Branch Apartments, LLC desires to upgrade the sidewalk improvements for a proposed residential development of 11 West 20th Street, Baltimore. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A letter of credit in the amount of \$63,773.60 has been issued to Van Story Branch Apartments, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - Amendment No. 1 to Construction Agreement - Edmondson Avenue Bridge Over CSXT

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement to Construction Agreement in connection with the Edmondson Avenue Bridge over CSXT (Amendment No. 1 to Agreement). The Amendment No. 1 will continue providing flagging services in the amount of \$952,851.00. This will make the total amount received \$1,922,794.00.

AMOUNT OF MONEY AND SOURCE:

\$952,851.00 - 9950-902315-9506-900010-705099

BACKGROUND/EXPLANATION:

On Wednesday, June 11, 2014, the Board approved an agreement with CSXT in the amount of \$969,943.00. The agreement established a framework of the roles and responsibilities in connection with project TR01041R, MDSHA Project No. BC-269-006-815 (Replacement of Edmondson Avenue Bridge). The services include, but were not limited to the demolition of Edmondson Avenue Bridge over CSXT, construction of the new Edmondson Avenue Bridge over CSXT, maintenance of vehicular traffic, erosion & sediment control, railroad flagging services, construction monitoring, engineering services and signal cable markout, if necessary. The original CSXT agreement approved by the BOE on 6/11/24, in the amount of \$969,943.00 was exhausted to pay for construction, engineering, inspection and flagging services in connection with TR01041R the Replacement of Edmondson Avenue Bridge over CSXT, which is expected to expire at the end of 2020. Since the commencement of the original CSXT agreement all funds have been exhausted and the Department is now requesting additional funds for the continuation services provided by CSX until the completion of contract no. TR01041R.

The Amendment No. 1 in the amount of \$952,851.00 is to pay for the

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - cont'd

continuation of flagging services, shop drawing review, etc. CSXT will allow only their certified employees on the railroad track. This will make the total amount of the agreement \$1,922,794.00.

DBE PARTICIPATION:

The Construction Agreement established the framework for roles and responsibilities in connection with Contract TR01041R Edmondson Avenue Bridge Replacement which has a DBE goal of 12%.

The Amendment No. 1 to Agreement is late because of the administrative review process.

APPROVED FOR FUNDS BY FINANCE

ADUITS APPROVED AND HAD NO OBJECTION.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 952,851.00	9950-944002-9507	
Fed	Construction Reserve-	
	Reserve for Closeouts	
142,927.65	9950-903315-9507	
MVR	Edmondson Ave.	
	Bridge Painting	
<hr/>		
\$1,095,778.65		
		9950-902315-9506
		Edmondson Ave.
		Bridge over CSX R
		TR20008

This transfer is to reimburse CSXT expenses for construction engineering/inspection and flagging services, and shop drawing review for project TR01041R Edmondson Avenue Bridge over CSXT.

(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

2/26/2020

Department of Transportation Office of - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 14, to Century Engineering, Inc., under Project 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction. The period of the task is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$632,448.87 - 9950-912052-9508-900010-703032

BACKGROUND/EXPLANATION:

This task assignment provides preliminary engineering services for TR19305 Madison Street Rehabilitation from Milton Avenue to Edison Highway. The scope of services includes, but is not limited to roadway rehabilitation, new upgrades of existing sidewalks, curb and gutter repair, pedestrian ramp upgrades traffic barrier upgrades, storm water drainage, storm water management, signing, signalization, pedestrian lighting, roadway markings and landscape.

DBE PARTICIPATION:

The Consultant will comply with Title 49 of the Federal Regulations Part 26 and the DBE goal established in the original agreement.

DBE: 25%

The Consultant has achieved 18.10% of the DBE goal at this time. However, they have the capacity to meet the remaining DBE goal.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$556,555.01 FED	9950-910052-9509 Construction Reserve Madison St. - Milton to Edison	
139,138.75 GF (HUR)	" "	
<hr/>	-----	
\$695,693.76		9950-912052-9508 Madison St. Rehab - Milton - Edison

This transfer will cover the cost associated with Task No. 14, Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing & Reconstruction with Century Engineering, 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

2/26/2020

Office of Civil Rights and Wage Enforcement Community Relations Commission	- Office of Equity & Civil Rights'
--	---------------------------------------

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to allow the Office of Equity & Civil Rights' staff and members of Boards and Commissions OECR: Staff: Darnell Ingram, Esq. Jill Muth-Sanders, Michele Masters, M'Balu Bangura, Cedric McCray, Linda Batts, John Wesley, Sharonda Huffman, Civilian Review Board Mel Currie George Buntin, Tierra Hawkes, Natalie Novak. Community Relations Commission: Rev. Todd Yeary Dr. Kaye Whitehead Dr. Nadine Finigan-Carr Hon. Stephanie Smith Philip Farfel Adote Akwei Stephen Ruckman assigned to the Office of Equity & Civil Rights to solicit donations for the 29th Annual Civil Rights Breakfast and Gala. The period of the campaign will be effective upon Board approval through October 15, 2020.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The purpose of this request is to support the 29th Annual Civil Rights Breakfast and Gala held annually in September of each year. This is the only fundraising event undertaken by the OECR.

Donations will be solicited from Baltimore businesses, individuals, civic leaders, and organizations, the foundation community, and the general population. A disclaimer statement regarding the non-binding impact of contributions to the OECR for favorable treatment based on providing gifts will be included in all correspondence as well as any other documents needed according to the legal guidelines of the Law Department. The donations will cover the costs of the venue rental, audiovisual requirements, food, guest speakers, entertainment, premiums, insurance, transportation, parking, honorariums, and scholarships.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Office of Civil Rights and - cont'd
Wage Enforcement Community
Relations Commission

The Annual Civil Rights Breakfast and Gala sponsored by the OECR is the only fundraising event the office holds each year. It is held at a City-owned venue, and traditionally over 450 people attend. It is supported by corporate sponsors and is attended by most of the City's elected officials, judges, city, and state workers, VIPs, and regular citizens who use the opportunity to Office of Civil Rights network and gain access to decision-makers who are challenging to reach otherwise.

A potential donor list will be composed 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 and 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.

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 specific solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or event. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, service, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

2/26/2020

Mayor's Office of Criminal - Governmental/Charitable
Justice Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to benefit the Mayor's Office of Criminal Justice (MOCJ) - Community-Based Violence Reduction Strategy for the remainder of the 2020 Fiscal Year. The donations will be solicited by Ms. Tamika Gauvin and Ms. Oprah Keyes. The period of the campaign is effective upon Board approval February 10, 2020 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The MOCJ plans to participate in the solicitation of funds in support of its Community-Based Violence Reduction Strategy, which in concert with the Baltimore Police Department's crime reduction and departmental improvement plan, will focus on the reduction of homicides and non-fatal shootings in the City. The MOCJ's plan will leverage its relationships with criminal justice experts and community members to identify the evidence-based and community-driven solutions to address the root causes of violent crime in Baltimore City. In addition to building systems and the capacity to interrupt violence, the MOCJ's Strategy integrates prevention programs that build strong community capacity in neighborhoods most impacted by violence. Central to this effort will be collaboration with other City agencies and external partners who provide resources and critical supports.

With the support of a wide array of public and private partners, the MOCJ plans to solicit donations to support this strategy throughout the current fiscal year. A potential donor list will be

AGENDA

BOARD OF ESTIMATES

2/26/2020

MOCJ - cont'd

comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City in addition to national funders with interest in violence prevention efforts. Most of the individual and corporate entities fitting this description are not controlled donors. However, those potential donors who are controlled donors, with respect to the City Council and the Board of Estimates, will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as other prospective donors.

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 government program or activity, or a City-endorsed charitable function or activity that has been approved by the Ethics Board. Ethic Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to benefit from the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

2/26/2020

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 Transviron, Inc. under Project 1806 (WC 1403), On-Call Project and Construction Management Assistance. The period of the Task Assignment is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$522,092.56 - 9960-904978-9557-900020-703032

BACKGROUND/EXPLANATION:

The Office needs additional construction inspection services for WC 1403, Urgent Need Water Infrastructure Rehabilitation and Improvements - Phase II-FY20. The work requested is within the scope of the original agreement.

MBE/WBE PARTICIPATION:

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

THE EAR WAS APPROVED BY MWBOO ON JANUARY 15, 2020.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$484,920.00 Revenue Bond	9960-908139-9558 WC 1386, Urgent Infrastructure II	
78,941.00 <u>County Revenue</u>	" "	
\$563,861.00	-----	9960-904978-9557-5 Inspection

The transfer will cover the costs of WC 1403, Urgent Water Infrastructure Rehabilitation and Improvements - Phase II FY20.

(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

2/26/2020

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 Rummel, Klepper & Kahl, LLP under Project 1801 (SC 998), On-Call Project and Construction Management Assistance. The period of the Task Assignment is approximately 24 months.

AMOUNT OF MONEY AND SOURCE:

\$639,720.05 - 9956-906949-9551-900020-703032

BACKGROUND/EXPLANATION:

The Office is in need of engineering services for the ongoing work on SC 998, On-Call Assessment and Repairs of Sanitary Sewer Mains and Various Locations. The work requested is within the original scope of the work agreement.

MBE/WBE PARTICIPATION:

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

THE EAR WAS APPROVED BY MWBOO ON DECEMBER 23, 2019.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$697,384.13	9956-908103-9549	9956-906949-9551-5
Wastewater	Replacement	Inspection
Revenue Bond	of SC 974	

This transfer will cover costs for Project 1801 (SC 998), On-Call Project and Construction Management Assistance Task 006.

(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

2/26/2020

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 Rummel, Klepper & Kahl, LLP under Project 1801 (WC 1367), On-Call Project and Construction Management Assistance. The period of the Task Assignment is approximately 15 months.

AMOUNT OF MONEY AND SOURCE:

\$254,479.76 - 9960-913099-9557-900020-703032

BACKGROUND/EXPLANATION:

The Office is in need of project engineering services for ongoing work on WC 1367, Old Goucher Water Main Replacement. The work requested is within the original scope of the work agreement.

MBE/WBE PARTICIPATION:

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

THE EAR WAS APPROVED BY MWBOO ON JANUARY 8, 2020.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$274,838.14	9960-910075-9558	9960-913099-9557-3
Revenue	WC 1367, Water	Design
Bond	Main Rehab	

This transfer will cover costs for Project 1801 (WC 1367), On-Call Project and Construction Management Assistance.

(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

2/26/2020

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. 019 to Rummel, Klepper & Kahl, LLP under Project 1504 (WC 1305), Construction Management Assistance. The period of the Task Assignment is approximately zero months.

AMOUNT OF MONEY AND SOURCE:

(\$36,243.09) - 9960-902298-9557-900020-703032

BACKGROUND/EXPLANATION:

The Office was in need of Inspection and Construction Management Services for ongoing work on WC 1305. This project did not utilize all of the funds and the office is requesting a credit.

MBE/WBE PARTICIPATION:

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

THE EAR WAS APPROVED BY MWBOO ON DECEMBER 23, 2019.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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 EBA Engineering, Inc. under Project 1255 (SC 978), On-Call Materials Testing and Inspection. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$187,953.00 - 9956-908940-9557-900020-703032

BACKGROUND/EXPLANATION:

The Office is in need of additional services for SC 978, Design of Small Diameter Sewer Replacement. The task consists of the change design to project engineering services of 6,500 linear feet of sanitary sewer replacement including sewer house connection repairs and manhole repairs. The task is within the original scope of the agreement.

MBE/WBE PARTICIPATION:

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

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 19, 2019.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$202,989.24	9956-911047-9549	9956-908940-9551
Wastewater	SC 978, Main	Inspection
Revenue Bond	Replace Roland Park	

This transfer will cover costs for Project 1255, On-Call Materials Testing and Inspection Services Task 007.

(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

2/26/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 005 to Transviron, Inc. under Project 1806 (SDC 7794), On-Call Project and Construction Management Assistance. The period of the Task Assignment is approximately 16 months.

AMOUNT OF MONEY AND SOURCE:

\$238,408.35 - 9958-918018-9520-900020-703032

BACKGROUND/EXPLANATION:

The Office is requesting Transviron, Inc. to provide construction management assistance and inspection services on SDC 7794, Colgate Stormwater Pumping Station Upgrade. The work requested is within the original scope of the agreement.

MBE/WBE PARTICIPATION:

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

THE EAR WAS APPROVED BY MWBOO ON DECEMBER 23, 2019.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$257,481.02	9958-930012-9522	9958-918018-9520-5
Revenue Bond	Colgate Creek	Inspection
	Pumping Station	

This transfer will cover costs for Project 1806 (SDC 7794), On-Call Project and Construction Management Assistance Task 005.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Mayor's Office of Employment - Ratification to Modification
Development No. 1 to Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to ratify Modification No. 1 to the Grant Award (Modification No.1) from the Maryland Department of Labor (formally known as the Maryland State Department of Labor, Licensing and Regulation, DLLR) for professional services. The Modification No. 1 will extend the period of the Grant Award through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$88,574.00 - 5000-512619-6312-456000-405001

BACKGROUND/EXPLANATION:

On July 10, 2019, the Board approved acceptance of the Grant Award in the amount of \$284,706.00 from the Maryland Department of Labor for the period April 1, 2019 through December 31, 2019. The Grant was funded with FY19 SHA-HCCT Funds.

The purpose of Modification No. 001 is to increase the Grant Award funding level by \$88,574.00 to better meet deliverables, making the total Grant Award \$373,280.00 and allow supplementary time to expend the additional Grant Funds.

The Modification No. 1 to the Grant Award is late because additional time was necessary for clarification of the terms.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

(The Modification No. 1 to the Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA**BOARD OF ESTIMATES****2/26/2020**

Department of Housing and - HOME Investment Partnerships
Community Development Program Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a HOME Investment Partnerships Program Loan in an amount not to exceed \$1,000,000.00 (the "HOME Loan") to Flamingo Place Apartments LLC. The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute all legal documents to effectuate this transaction after approval for legal form and sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

SOURCES		USES	
Bank of America N.A.	\$3,275,000.00	Construction Costs (includes contingency)	\$11,898,424.00
HOME Loan	1,000,000.00	Fees Related to Construction	1,520,923.00
Weinberg (MD CDA)	180,225.00	Financing Costs	986,494.00
LIHTC Equity	14,122,751.00	Developer Fee	2,026,613.00
Deferred Fee	304,156.00	Guarantees and Reserves	362,129.00
Developer Funded LTOS	37,500.00	Acquisition Costs	2,015,000.00
BoA Syndication Fee Contribution	15,000.00	Syndication Related Costs	125,049.00
TOTAL SOURCES	\$18,934,632.00	TOTAL USES	\$18,934,632.00

BACKGROUND/EXPLANATION:

Proceeds of the HOME Loan will be used to support a portion of the hard construction costs of 42 units (the "Affordable Units") within a larger 47 unit development to be known as Flamingo Place Apartments (the remaining 5 units will be market rate). Flamingo Place Apartments LLC (Borrower), a single purpose entity, is an affiliate of Osprey Property Company LLC "OPC"; a for-profit real estate developer specializing in affordable housing and commercial development projects. The company has a 30-year history of successfully completing development projects throughout the Mid-Atlantic region, including Baltimore.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd
Community Development

The subject of this request, Flamingo Place Apartments, is in Hampden, a neighborhood that boasts a long history of serving the working-class housing built adjacent to the mills of the Jones Falls Valley. Now that many of the mill buildings have been repurposed for apartments, shops and offices, the neighborhood is now home to Baltimore's trendiest restaurants, new high-end housing and strong sense of community. Hampden is an area defined by the State of Maryland's Department of Housing and Community Development as a "Community of Opportunity," which are based on several indicators, including (but not limited to) income levels, population growth, poverty rate, vacancy rate, unemployment rate, and test scores. By contrast, many of the other Communities of Opportunity in Maryland are in rural areas where access to employment and transit are limited. There are few affordable housing projects in this section of Baltimore City.

Located at 3900-3934 Flamingo Place & SWC Edgehill and Conduit Avenues (the "Property"), the Flamingo Place Apartments will offer two-unit types: (a) stacked townhouse units and (b) walk-up garden units. The stacked townhouses will include a mix of 2- and 3-bedroom units while the garden units are all 1-bedroom. Units will feature in-unit washer/dryer hook ups, Energy Star appliance package, and high efficiency, Energy Star rated HVAC with individual unit controls. A community room with kitchenette, central laundry facility, and management office suite will be centrally located on the site in the garden building. A landscaped meadow with a centrally located community patio is also part of the design to encourage social interaction between residents.

As proposed, Flamingo Place Apartments will contain 47 units, which in turn will consist of 42 affordable units (the "Affordable Units") and five market-rate units. Of the Affordable Units, five units will be reserved for a household with incomes at 30% or less of the area median income adjusted for family size ("AMI"), 23 units will be reserved for tenants with incomes at 50% or less of

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd Community Development

AMI; and 13 units will be reserved for tenants with incomes at 60% or less of AMI. The Affordable Units will contain 13 one-bedroom units, 8 two-bedroom units, and 21 three-bedroom units.

The project will have eight Section 811 units that are covered by a Section 811 Rental Assistance Contract administered by the State of Maryland's Department of Housing and Community Development for a period of 20 years. In addition, one three-bedroom unit targeted to households earning 30% or less of AMI will be rent-assisted through a 15 year Housing Assistance Payment contract ("HAP Contract") administered by the Housing Authority of Baltimore City or the Borrower (defined herein) will provide a long term operating subsidy equal to \$400.00 per unit per year for a period of ten years as indicated in the CDA application.

The HOME Loan will be used solely to finance a portion of the hard construction costs of the Affordable Units.

An appraisal was prepared on December 16, 2019, by Newmark Knight Frank. The future prospective value of the completed and stabilized project, assuming affordable rents, was determined to be \$3,400,000.00. The future prospective value of the completed and stabilized project assuming no affordable housing restrictions was determined to be \$10,800,000.00. The appraised value is below the total cost of the project. This is common in transactions involving LIHTC and affordable housing. The LIHTC provides equity, which achieves its return through a federal tax credit rather than through the value of the property. Without the value of the LIHTC financing, projects with restricted rents could not be financed. Since the reduced rents decrease the appraised value, the combined debt is well under the appraised value, leaving only the equity exposed, which is, as noted above relying on tax incentives rather than the property. The Department is comfortable recommending the HOME Loan under these circumstances.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd
Community Development

PARTICIPATING PARTIES:

A. DEVELOPER

Flamingo Apartments LLC (the "Borrower"), a single purpose entity, is an affiliate of OPC and will own the project. OPC will act as the Administrative Member of the Borrower and will provide a guarantee of completion along with Osprey Property Company II LLC and Lewis Family Enterprises LLC, both of which are affiliates of OPC.

B. GENERAL CONTRACTOR/ARCHITECT

Commercial Construction Inc. will act as the general contractor and post a 100% Payment and Performance Bond. Quinn Evans Architects will provide architectural services and will be the architect of record.

C. PARTICIPATING LENDERS

BANK OF AMERICA, N.A. - 1st lien construction bridge loan + permanent loan

Bank of America, N.A. ("Bank of America") will make a combined construction/permanent loan to the Borrower in the approximate amount of \$12,783,081.00 (the "Bank of America Loan"). The Bank of America Loan will have a construction period of 24 months before any allowable extensions. During the construction period, the Bank of America Loan will bear interest at a variable rate of interest equal to the LIBOR Daily Floating Rate plus 2.50% per month and will require monthly interest payments.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd Community Development

Prior to the conversion to permanent status, it is expected that approximately \$9,508,081.00 of proceeds from the syndication of tax credit equity will be used to repay a portion of the Bank of America Loan. Thus, following construction completion, the Bank of America Loan is expected to convert into a permanent loan in the approximate principal amount of \$3,275,000.00 (the "Bank of America Permanent Loan"). The Bank of America Permanent loan is expected to bear interest at approximately 5.93% and have a term of approximately 16 years while amortizing over 35 years.

BALTIMORE CITY HOME LOAN - 2nd lien construction/permanent loan

The HOME Loan will be in the approximate amount of \$1,000,000.00 and will have the same construction loan period as the Bank of America Loan. Following construction completion, the HOME Loan will have a 40-year permanent loan period (the "HOME Permanent Loan Period"). No payments on the HOME Loan will be required during construction, but during the HOME Permanent Loan Period, principal and contingent interest will be due and payable in accordance with the program requirements and applicable loan documents. The outstanding principal balance and any deferred and accrued interest is due and payable on the last day of the HOME Permanent Loan Period. The HOME Loan will be long-term, subordinate debt.

MD CDA WEINBERG LOAN - 3rd lien construction/permanent loan

The CDA will make a loan from certain program funds administered by the CDA in conjunction with the Harry and Jeanette Weinberg Foundation's Affordable Rental Housing Opportunities for Persons with Disabilities in an amount

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd
Community Development

up to \$180,225.00 (the "Weinberg Loan") to fund permitted development costs. No interest will be charged on the Weinberg Loan during the construction period, which shall include up to three months for cost certification. The Weinberg Loan will have a permanent loan period of 40 years following completion of construction during which time principal and zero interest defer and remain outstanding until loan maturity.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code for MWBOO is fully applicable and no request for a waiver has been made.

THE DEPARTMENT OF FINANCE HAS REVIEWED AND RECOMMENDS APPROVAL.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd
Community Development

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9910-923006-9609	9910-907435-9610
Other Fund	Home (Reserve)	Flamingo Place
Revenue		Apartments

This transfer will provide funding that will support a portion of the construction costs of 42 units within a 47 unit development to be known as Flamingo Place Apartments.

(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

2/26/2020

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of City-owned property located at 1733 E. Oliver Street to NR2C LLC.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00

BACKGROUND/EXPLANATION:

The City will convey all of its right, title, and interest at 1733 E. Oliver Street for the price of \$5,000.00, which will be paid to the City of Baltimore at the time of settlement.

The project will involve the rehabilitation of a single-family home with a goal of providing affordable homeownership.

The authority to sell the property, located at 1733 E. Oliver Street, is found in Article 28, § 8-3 of the Baltimore City Code.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS:

In accordance with the appraisal policy of Baltimore City, DHCD has determined the property located at 1733 E. Oliver Street to be priced at \$7,800.00 through the waiver valuation process. The property is being sold for \$5,000.00. Sale of this vacant property at a price below the waiver valuation price will be a specific benefit to the immediate community, eliminate blight, return property to tax rolls and provide economic development.

MBE/WBE PARTICIPATION:

The developer agrees to comply with MBE/WBE requirements.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of two vacant City-owned buildings located in the Harlem Park neighborhood at 710 N. Carrollton Avenue and 1019 W. Lanvale Street to CREATEIT TECHNOLOGY GROUP LLC.

AMOUNT OF MONEY AND SOURCE:

1019 W. Lanvale Street	\$10,000.00
710 N. Carrollton Avenue	8,000.00
	<u>\$18,000.00</u>

BACKGROUND/EXPLANATION:

The total sales price of \$18,000.00 will be paid to the City of Baltimore at the time of settlement. The project will involve the complete rehabilitation of the vacant building into single-family homes, which will be sold or rented at market rate, depending on market conditions.

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

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS:

In accordance with the appraisal policy, the waiver valuation process has determined the property located at 710 N. Carrollton Avenue to be valued at \$16,000.00 and will be sold for \$8,000.00 and 1019 W. Lanvale Street was valued at \$17,000.00 and will be sold for \$10,000.00. The properties are being sold for \$18,000.00. Sale of these vacant properties at a price below the waiver valuation price will be a specific benefit to the immediate communities, eliminate blight and the properties will be returned to the tax rolls.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd
Community Development

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1813 N. Regester Street, for the Transferee, Live It Up, LLC.

AMOUNT OF MONEY AND SOURCE:

\$51,901.38, plus all accrued interest and/or penalties, paid for by private funds.

BACKGROUND/EXPLANATION:

Pursuant to the Annotated Code of Maryland, Tax Property Article §14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the lien release law.

The property is a vacant building and the liens of \$55,719.92 exceed its assessed value of \$3,000.00. The Transferee, Live it Up LLC, Shakim King, Authorized Member, will rehabilitate the building as a single family rental unit at market rate. The property will be returned to productive use within a reasonable time, thus eliminating blighting conditions and returning it to the Tax rolls of Baltimore City. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

At the settlement, the Transferee will pay the City the amount of \$3,818.54, which is the combination of the flat tax (\$1,132.80) and water charges (\$2,685.74).

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - cont'd
Community Development

This sum is higher than the assessed value of \$3,000.00. The amount paid will be applied to satisfy the water bill, real estate taxes, and flat tax first, then any other liens, including a purchase money mortgage that has accrued prior to the date of this lien release.

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the Transferee to pay prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$3,818.54 within 120 days from the date of approval by the Board will void this release.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Housing and - First Amendment to Land
Community Development Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to the Land Disposition Agreement (LDA) with Station Arts Homes, LLC, Developer, for the sale of the property located at 1639 Guilford Avenue (Block 1110, Lot 002).

AMOUNT OF MONEY AND SOURCE:

\$41,000.00 - New purchase price

BACKGROUND/EXPLANATION:

On April 9, 2014, the Board approved the LDA with Station Arts, LLC, now known as Station Arts Homes, LLC. The Developer was to construct new for sale housing at the site. The Developer has requested the City to allow it to convey the property to a new buyer, 1611 Guilford Avenue, LLC.

The new buyer will use the property as a parking lot for its adjacent brewery business. The intent of this Amendment is to revise the purchase price to the City as well as to allow for the change in the proposed use.

MBE/WBE PARTICIPATION:

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

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

2/26/2020

The Board is requested to approve and authorize execution of the Agreements and Inter-Agency Agreement. The period of the agreement is July 1, 2019 through June 30, 2020 unless otherwise indicated.

Forest Park Senior Center, Inc. will utilize the funds to operate a senior program which serves as the community focal point for seniors and their caregivers. Services will include but are not limited to social, recreational and educational programs, information and assistance, outreach, wellness and

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

transportation. The period of the agreement is October 1, 2019 through September 30, 2020.

MWBOO GRANTED A WAIVER ON JANUARY 23, 2020.

3. GREENMOUNT SENIOR CENTER, INC. \$ 59,646.00

Accounts: 4000-433520-3024-768909-603051 \$ 41,746.00
 4000-436120-3255-761700-603051 \$ 17,900.00

The Greenmount Senior Center, Inc. will utilize the funds to operate a senior program which will serve as the focal point for seniors and their caregivers. Services will include but are not limited to transportation, social, recreational and educational programs, information and assistance, outreach and wellness. The period of the agreement is October 1, 2019 through September 30, 2020.

MWBOO GRANTED A WAIVER ON JANUARY 23, 2020.

4. THE BAR ASSOCIATION OF BALTIMORE CITY \$ 74,408.00

Account: 4000-433520-3024-761412-603051

The Bar Association of Baltimore City will utilize the funds to provide free legal assistance in general civil matters to Baltimore City residents age 60 and above. In addition to legal representation services, the program will also provide outreach and education services regarding matters typically of concern and interest to seniors. The period of the agreement is October 1, 2019 through September 30, 2020.

MWBOO GRANTED A WAIVER ON JANUARY 23, 2020.

5. GOVANS CENTER FOR RETIRED PERSONS, INC. \$ 49,343.00

Account: 4000-433520-3024-768904-603051

Govans Center for Retired Persons, Inc. operates a senior program which serves as the community focal point for seniors

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

and their caregivers. The funds will be utilized to provide social, recreational and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2019 through September 30, 2020.

6. **BALTIMORE HEALTHY START, INC.** **\$ 55,090.00**

Account: 5000-570719-3080-279600-603051

Baltimore Healthy Start, Inc. will utilize the funds to provide the services of a Maternal Child Engagement Specialist to assist pregnant and postpartum women with linkage to care coordination. These support services may include tokens or van transportation in order to attend doctor appointments as well as providing a food pantry or clothing giveaway or parenting classes, GED classes, child development services, breast feeding support and education, family planning and perinatal monitoring and intervention.

MWBOO GRANTED A WAIVER ON DECEMBER 6, 2019.

7. **THE JOHNS HOPKINS UNIVERSITY** **\$ 15,000.00**

Account: 5000-520120-3080-288900-603051

The Johns Hopkins University Rales Health Center will utilize the funds to provide clinical services for Title X Family Planning. Services will include clinical reproductive health care services which allow the client to choose from a broad range of contraceptive options, culturally competent counseling and education for each individual, preconception health care fertility regulation, basic infertility counseling and referrals.

The agreements are late because of delays at the administrative level.

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 50,000.00**
(JHU)

Account: 5000-569720-3023-273342-603051

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

The JHU Pediatric and Adolescent HIV/AIDS Program provides outpatient comprehensive health and social services to infants, children, adolescents, young men and women through the age of 25 years and their families who are affected by HIV/AIDS.

MWBOO GRANTED A WAIVER ON JANUARY 7, 2020.

9. **THE JOHNS HOPKINS UNIVERSITY** **\$ 66,800.00**
(JHU)

Account: 5000-569720-3023-273336-603051

The JHU School of Medicine will utilize the funds to provide optimal health outcomes for mother and child during pregnancy including, successful viral suppression for the mother, and prevention of HIV transmission to her baby. The program has taken a comprehensive multi-disciplinary approach to care for women living with HIV during and after pregnancy.

MWBOO GRANTED A WAIVER ON DECEMBER 13, 2019.

10. **THE JOHNS HOPKINS UNIVERSITY** **\$ 8,000.00**
(JHU)

Account: 5000-569720-3023-273341-603051

The JHU School of Medicine will utilize the funds to provide non-emergency medical transportation services that enable eligible clients to access or be retained in core medical or support services. The provisions of non-emergency transportation services may be provided by public transportation, taxis, ride shares, and MTA Bus Charm Cards.

11. **THE JOHNS HOPKINS UNIVERSITY** **\$ 67,143.00**
(JHU)

Account: 5000-569720-3023-273383-603051

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

The JHU School of Medicine will utilize the funds to provide a wide range of client-centered non-medical case management activities focused on providing guidance and assistance in accessing medical, social, community, legal, financial, public and private programs and other needed services.

MWBOO GRANTED A WAIVER ON DECEMBER 3, 2019.

12. **THE JOHNS HOPKINS UNIVERSITY** **\$ 97,700.00**
(JHU)

Account: 5000-569720-3023-273343-603051

The Johns Hopkins University will utilize the funds to provide psychosocial support services to assist eligible people living with HIV to address behavioral and physical health concerns.

MWBOO GRANTED A WAIVER ON JANUARY 7, 2020.

13. **THE JOHNS HOPKINS UNIVERSITY** **\$172,150.00**
(JHU)

Account: 5000-569720-3023-273340-603051

The JHU Pediatric and Adolescent HIV/AIDS program medical case managers provide direct medical and support services to over 130 clients, newborn to 25 years old, living with HIV. The JHU will utilize the funds to provide a range of client-centered medical case management services focused on improving health outcomes in support of HIV care.

MWBOO GRANTED A WAIVER ON JANUARY 7, 2020.

14. **THE JOHNS HOPKINS UNIVERSITY** **\$108,728.00**

Account: 5000-569720-3023-273398-603051

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

The JHU's Harriet Lane Clinic (HLC) is a primary care community-based clinic on the City's eastside that has been serving children, youth, and their families since 1912. The HLC will be one of the primary providers for Pre-Exposure Prophylaxis (PrEP) to young men who have sex with men and the transgender community. The HLC will participate with the REACH Institute in providing training on best practices for providing PrEP, and hire peer navigators to assist clients in accessing PrEP, when appropriate, and ensuring the obstacles to care are overcome. The HLC will participate in quarterly meetings that elucidate best practices and ensure dissemination of best practices among the members of the collaborative.

MWBOO GRANTED A WAIVER ON DECEMBER 10, 2019.

15. **THE PRIDE CENTER OF MARYLAND, INC.** **\$106,995.00**

Account: 5000-569720-3023-273393-603051

The Pride Center of Maryland, Inc. will serve as a Provider to engage HIV-negative clients in HIV prevention services. They will conduct peer navigation to assist HIV-negative clients with accessing HIV prevention services, including pre-exposure prophylaxis (PrEP), and Non-occupational Post Exposure Prophylaxis nPEP, and screening and referral to supportive services. The Provider will also conduct outreach services and provide targeted HIV testing, counseling, and actively refer and link 85% of newly diagnosed clients to care within 30 days of receipt of laboratory results.

MWBOO GRANTED A WAIVER ON JANUARY 28, 2020.

16. **PROJECT PLASE, INC.** **\$ 50,000.00**

Account: 5000-569720-3023-273357-603051

Project PLASE, Inc. will provide Health Education Risk

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

Reduction (HERR) services for clients living with HIV about HIV transmission 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.

MWBOO GRANTED A WAIVER ON DECEMBER 13, 2019.

17. **SISTERS TOGETHER AND REACHING INC. (STAR)** **\$110,000.00**

Account: 5000-569720-3023-273368-603051

STAR will provide psychosocial support services to assist eligible people living with HIV to address behavioral and physical health concerns. Services may include bereavement counseling, child abuse and neglect counseling, HIV support groups, nutrition counseling provided by a non-registered dietitian, and pastoral care and counseling services.

MWBOO GRANTED A WAIVER ON DECEMBER 20, 2019.

18. **SISTERS TOGETHER AND REACHING INC. (STAR)** **\$ 6,500.00**

Account: 5000-569720-3023-273367-603051

STAR will provide non-emergency transportation services that enable Ryan White eligible clients to be retained in medical care services. Non-emergency medical transportation may be provided through contracts with providers of transportation services such as Uber, Lyft, Silver Cab, and SafeRide.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

INTER-AGENCY AGREEMENT

19. **DEPARTMENT OF RECREATION AND PARKS** **\$ 33,000.00**

Account: 4000-433520-3024-768900-603051

The Department of Recreation and Parks will provide senior center services to older adults residing in the Cherry Hill and neighboring communities of Baltimore City. The funds will be utilized to provide adults 60+ in the Cherry Hill community with recreational programming two days a week under the mandates of the Older Americans Act funding. The services will be held at the Middle Branch Rowing Facility, located at 3301 Waterview Avenue, Baltimore, Maryland 21230.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Maryland Department of Health (MDH), Prevention and Health Promotion Administration, Center for HIV Prevention. The period of the MOU is March 1, 2019 through February 29, 2020.

AMOUNT OF MONEY AND SOURCE:

\$205,013.00 - 4000-427719-3023-599623-603051
82,371.00 - 4000-498719-3023-599623-603051
\$287,384.00

BACKGROUND/EXPLANATION:

The Department's Ryan White Office provides HIV related services for those persons in the Baltimore Eligible Metropolitan Area (EMA) who do not have sufficient health care coverage or financial resources for coping with HIV disease. The program fills gaps in care not met by other payers. The overall goal is to promote a continuation of care for HIV infected individuals upon release into the community. In an effort to realize this goal, this MOU was created between the Department's Ryan White Office and MDH.

The Department's Ryan White Office will provide funds to support the Maryland AIDS Drug Assistance Program. This funding will provide prescription payments or co-payments for an estimated 10 Baltimore City residents living with HIV.

The MOU is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release in the case of Dorothy Marshall v. Darrell Merrick.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 2036-000000-1752-175200-603070

BACKGROUND/EXPLANATION:

The Plaintiff, Dorothy Marshall alleges on June 6, 2016, she was operating her vehicle on Sequoia Avenue behind a vehicle operated by Baltimore Police Department Lt. Merrick. She contends that without signaling, Lt. Merrick effected a U-turn in the middle of Sequoia's intersection with Copley Street so that he could park in an available spot on the other side of Sequoia. She claims that as a result of this unexpected maneuver, she struck Lt. Merrick's vehicle on the rear driver's side. She received treatment at a hospital immediately after the incident, and her injuries included a bruised esophagus, a torn rotator cuff, and swelling to her right hand and arm. She treated and attended physical therapy for approximately 5 months in total.

Based upon review by its Settlement Committee, the Law Department recommends that the Board of Estimates approve the settlement of this case. In order to avoid the expense and uncertainty of trial, as well as a potentially adverse jury verdict, and subject to the approval of the Board of Estimates, the parties have agreed to bring this matter entirely to conclusion with the City's payment of \$75,000.00. In return, Plaintiff has agreed to dismiss with prejudice the above-entitled suit against Lt. Merrick.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

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

The Board is requested to approve a refund of real property taxes paid by Mr. Loomis Grady, a disabled veteran, on the property located at 3304 Walbrook Avenue, Baltimore, Maryland 21216.

It is the opinion of the Law Department that Mr. Grady has met the qualifications for a real property tax exemption as a disabled veteran, and that Mr. Grady is eligible to receive a refund of taxes paid because he was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. The dwelling house is owned by Mr. Grady and Mr. Grady continues to reside in the dwelling place. It has been determined that Mr. Grady 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>
Loomis Grady	3304 Walbrook Avenue	2018/2019	\$474.14
		2017/2018	287.52
		2016/2017	<u>117.61</u>
		Total	\$879.27

AGENDA**BOARD OF ESTIMATES****2/26/2020****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Options</u>			
1. Elliot Dackman and Susan Dackman	1024 N. Calhoun Street	G/R \$96.00	\$ 800.00
2. Uptown Homes, L.L.C.	1028 N. Calhoun Street	G/R \$96.00	\$ 800.00

Funds are available in account no. 9910-904177-9588-900000-704040, Acquisition and Relocation, Sandtown Homeownership.

3. M & E Investments, L.L.C.	2721 Fenwick Avenue	G/R \$90.00	\$ 825.00
---------------------------------	------------------------	----------------	-----------

Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream Homestead Montebello.

4. Stanley Rochkind	3203 Woodland Avenue	G/R \$90.00	\$ 600.00
---------------------	-------------------------	----------------	-----------

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

In the event that the option agreement/s fails 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/s.

Department of Housing and Community Development - Condemnations

5. Prince J. Floyd	1104 Mosher Street	L/H	\$ 8,000.00
6. Michael Spaid	1116 Mosher Street	F/S	\$ 5,500.00

AGENDA**BOARD OF ESTIMATES****2/26/2020****OPTIONS/CONDEMNATION/QUICK-TAKES:**

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd				
7.	Spectrum Zone Properties, LLC.	1120 Mosher Street	F/S	\$ 6,500.00
8.	The King's Men, Incorporated	1130 Mosher Street	L/H	\$ 2,200.00
9.	Neighborhood Development Center, Inc.	1132 Mosher Street	F/S	\$ 2,700.00
10.	Frank Martin	1016 N. Carlton Street	L/H	\$ 2,260.00
11.	Ira T. Friedland t/a Hollins Management Company	1005 N. Carrollton Avenue	L/H	\$ 2,100.00
12.	Arthur Ross, Albert Rouse, Clifton Hoey, John W. Brown, Melvin Travers, Roy Harry, Ronald Conner and Albert W. Summers	1201-1205 Riggs Avenue	L/H	\$ 8,100.00
13.	SME Realty, Inc.	1121 Riggs Avenue	L/H	\$ 2,000.00
Funds are available in account no. 9904-919052-9127-900000-704040, Smithson Street Park.				
14.	Kesha Jackson	507 Baker Street	L/H	\$ 6,300.00
15.	Kupled Investors, Inc.	515 Baker Street	L/H	\$ 3,100.00

AGENDA

BOARD OF ESTIMATES

2/26/2020

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
Funds are available in account no. 9904-918051-9127-900000-704040, Druid Square/Cab Calloway Square.			
<u>DHCD - Condemnation or Redemption</u>			
16. Jong W. Lee and Won J. Lee	2749 Fenwick Avenue	F/S	\$ 33,000.00

Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream Homestead Montebello.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Bureau of Procurement - Acceptance of Technical Proposals and
Opening of Price Proposals

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical proposals for B50005562, Website Hosting Management and Maintenance received from the Canton Group, and Mindgrub Technologies, LLC., and authorize the opening of their packages containing their price proposal submitted in response to the solicitation.

The Board is also requested to authorize the return of the remaining received price proposals to the following proposers that did not meet the minimum technical score: Digicon Corporation, Infojini, Inc.; Interspersonal Frequency, and Insight Global Technology, LLC.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Six proposals were received on January 23, 2019.

The proposals were found responsive and subsequently reviewed by the evaluation committee for technical scoring. Out of the six responsive proposals scored by the evaluation committee, two met the City's minimum technical requirements for price opening.

MBE/WBE PARTICIPATION:

N/A (No awards are recommended at this time.)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
72 - 79
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.
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

2/26/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- | | | | |
|----|---|--|---------------|
| 1. | B50005983, Provide
Inspections, Service
and Repairs for Fire
Extinguishers | Multicorp Fire
Protection Services, | \$ 431,115.00 |
|----|---|--|---------------|

(Department of General
Services)

MBE/WBE PARTICIPATION:

On August 14, 2019, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON AUGUST 14, 2019.

Department of Public Works/Office
of Engineering and Construction

- | | | | |
|----|--|--|----------------|
| 2. | SDC 7794, Colgate
Stormwater Pumping
Station Upgrade | Corman Kokosing
Construction
Co. | \$1,989,385.00 |
|----|--|--|----------------|

MBE/WBE PARTICIPATION:

The Chief of MWBOO recommends Corman Kokosing Construction Company as being in full compliance with Article 5, Subtitle 28 of the Baltimore City Code. As part of their bid, Corman Kokosing Construction Company has committed to utilizing the following:

MBE: A/C Power, Inc.	\$208,000.00	10.45%
-----------------------------	--------------	--------

WBE: Levaca Construction, LLC	\$ 66,534.00	3.34%
---	--------------	-------

WBOO FOUND VENDOR IN COMPLIANCE MAY 1, 2019.

A PROTEST WAS RECEIVED FROM MILES & STOCKBRIDGE P.C ON MAY 20, 2019 ON BEHALF OF AMERICAN CONTRACTING & ENVIRONMENTAL SERVICES, INC.

AGENDA

BOARD OF ESTIMATES

2/26/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
3.	\$2,580,451.26	9958-930012-9522	9958-918018-9520-6
	Revenue Bond	Colgate Creek	Construction
		Pumping Station	

The transfer will cover costs for construction of SDC 7794,
Colgate Stormwater Pumping Station.

Department of Transportation

4.	TR 20013, Resurfacing Highways at Various Locations S.E. - Sector IV	P. Flanigan & Sons, Inc.	\$1,767,429.84
----	---	-----------------------------	----------------

MBE/WBE PARTICIPATION:

MBE:	Priority Construction Corporation	\$407,000.00	23.02%
WBE:	River Transport, Inc.	80,000.00	4.53%
	Fallsway Construction Company, LLC	<u>80,000.00</u>	<u>4.52%</u>
		\$160,000.00	9.05%

MWBOO FOUND VENDOR IN COMPLIANCE ON FEBRUARY 1, 2020.

AGENDA**BOARD OF ESTIMATES****2/26/2020****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Transportation - cont'd**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
5.	\$2,032,544.32	9950-906216-9515	
	State Constr.	Constr. Res.	
	Rev. Future	Resurfacing	
	FY20 Series	- Southeast	
	\$1,767,429.84	-----	9950-904283-9514-6
			Structure &
			Improvements
	176,742.98	-----	9950-904283-9514-5
			Inspection
	<u>88,371.50</u>	-----	9950-904283-9514-2
			Contingencies
			Resurfacing Highways
			S.E., Sector IV
	\$2,032,544.32		

The transfer will cover costs associated with award of TR 20013, Resurfacing Highways at Various Locations S.E., Sector IV.

6.	TR 20011, Resurfacing	P. Flanigan &	\$1,357,803.55
	Highways at Various	Sons, Inc.	
	Locations N.W. -		
	Sector IV		

MBE/WBE PARTICIPATION:

MBE: Priority Construction Corporation	\$312,500.00	23.01%
---	--------------	--------

AGENDA

BOARD OF ESTIMATES

2/26/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

WBE: River Transport, Inc.	95,000.00	7.00%
Fallsway Construction Company, LLC	5,000.00	0.40%
B&J Sweeping & Sons, Inc.	<u>22,300.00</u>	<u>1.60%</u>
	\$122,300.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE ON JANUARY 31, 2020.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
7. \$1,561,474.09	9950-908214-9515	
State Constr.	Constr. Res.	
Rev. Future	Resurfacing	
FY20 Series	- Northwest	
\$1,357,803.55	-----	9950-903281-9514-6
		Structure &
		Improvements
135,780.36	-----	9950-903281-9514-5
		Inspection
<u>67,890.18</u>	-----	9950-903281-9514-2
		Contingencies
		Resurfacing Highways
		N.W., Sector II
\$1,561,474.09		

The transfer will cover costs associated with award of TR 20011, Resurfacing Highways at Various Locations N.W., Sector II.

AGENDA

BOARD OF ESTIMATES

2/26/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks/
Capital Development and Planning

8. RP 17807, Druid Plano-Coudon, LLC \$10,088,000.00
Hill Aquatic
Center & Parking
Lot

MWBOO SET GOALS OF 11% FOR MBE AND 7% FOR WBE.

MBE: Bryant Concrete Con-	\$ 820,000.00	8.13%
struction, Inc.		
Ironshore Contracting,		
LLC	169,000.00	1.68%
Reedbird Steel, LLC	125,000.00	1.24%
	<u>\$1,114,000.00</u>	<u>11.05%</u>
 WBE: Comer Construction,	 \$1,012,000.00	 10.03%
Inc.		

Although the dollar amount was not listed on Part D: Participation Affidavit, MWBOO was able to decipher the dollar amount from the contract. The total dollar amount is not considered a material defect of the contract.

MWBOO FOUND VENDOR IN COMPLIANCE ON JANUARY 21, 2020.

AGENDA**BOARD OF ESTIMATES****2/26/2020****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Recreation and Parks**TRANSFERS OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
9.	\$ 435,000.00	9938-912099-9474	
	General Funds	Herring Run Stream Stabilization - (Active)	
	26,000.00	" "	
	2 nd Parks & Public Facilities		
	225,000.00	9938-909044-9475	
	27 th Series Rec. & Parks FY15	FY 15 MD Community Parks and Playgrounds (Reserve)	
	375,000.00	9938-907779-9475	
	2 nd Parks & Public Facilities	Pool & Bathhouse Renovations (Reserve)	
	450,000.00	" "	
	3 rd Parks & Public Facilities		
	3,000.00	" "	
	25 th Series Rec. & Parks		
	1,027,000.00	" "	
	27 th Series Rec. & Parks		

AGENDA

BOARD OF ESTIMATES

2/26/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks - cont'd

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1,125,000.00 State (Program Open Space)	" "	
3,760,000.00 1 st Parks & Public Facilities	9938-903778-9475 Druid Hill Pool & Bathhouse (Reserve)	
717,000.00 State (Program Open Space)	" "	
\$8,143,000.00	-----	9938-908779-9474 Druid Hill Pool and Bathhouse Renova- tion - (Active)

This transfer will provide funds to cover the costs associated with the award of the Druid Aquatic Center & Parking Lot, RP 17807 to Plano-Coudon, LLC.

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
10. \$ 450,000.00 State (Program Open Space)	9938-914074-9475 Park Roadway Improvements - (Reserve)	

AGENDA

BOARD OF ESTIMATES

2/26/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks - cont'd

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
105,000.00	9938-914074-9475	
2 nd Parks & Public Facilities	Park Roadway Improvements Reserve	
278,000.00	" "	
General Fund/ HUR		
\$ 833,000.00	-----	9938-915074-9474 FY17 Park Roadway Improvements - (Active)

This transfer will provide funds to cover the costs associated with the award of the Druid Aquatic Center & Parking Lot, RP 17807 to Plano-Coudon, LLC.

11. \$ 300,000.00	9938-918031-9475	9938-919031-9474
State (Program Open Space)	Druid Hill Park Trail Head and Parking (Reserve)	Druid Hill Park Trail Head and Parking - (Active)

This transfer will provide funds to cover the costs associated with the award of the Druid Hill Aquatic Center & Parking Lot, RP 17807 to Plano-Coudon, LLC.

AGENDA

BOARD OF ESTIMATES

2/26/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

1. TELVENT USA, LLC d/b/a SCHNEIDER ELECTRIC	\$ 31,133.20	Non-competitive/ Procurement/ Renewal
--	--------------	---

Contract No. 08000 - ArcFM Solution Software - Department of Transportation - P.O. No.: P536729

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On August 31, 2016, the Board approved the initial award in the amount of \$34,200.00. The award contained eight 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$31,133.20 is for the period March 11, 2020 through March 10, 2021, with six 1-year renewal options remaining.

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirements for certification as a sole source procurement. These copyright materials are only available from the vendor and are not available from the subcontractors.

2. TELVENT USA, LLC d/b/a SCHNEIDER ELECTRIC	\$ 35,680.00	Non-Competitive/ Procurement/ Renewal
--	--------------	---

Contract No. 08000 - Extended Support and Maintenance Services for ArcFM Conduit - Department of Transportation - P.O. No.: P539035

AGENDA

BOARD OF ESTIMATES

2/26/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On October 5, 2016, the Board approved the initial award in the amount of \$69,675.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$35,680.00 for the Department of Transportation's customization services for the Conduit GIS system software is for the period April 1, 2020 through March 31, 2021. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. This software is proprietary and is not available from other sources.

3. SUBURBAN SALES AND
RENTAL CENTER, INC.
SNAP-ON INDUSTRIAL DIVISION
OF IDSC HOLDINGS LLC
FASTENAL COMPANY
HILTI, INC.

\$ 0.00

Renewal

Contract No. B50004414 - Hand and Power Tools and Related Hardware Items - Department of General Services - P.O. Nos.: P534611, P534612, P534613 and P534614

AGENDA

BOARD OF ESTIMATES

2/26/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

On February 24, 2016, the Board approved the initial award in the amount of \$500,000.00. The award contained three renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period April 1, 2020 through March 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON DECEMBER 14, 2015.

4. CITIZEN PHARMACY
SERVICES
BOUND TREE MEDICAL,
LLC

	\$140,000.00	Increase
Contract No. B50005493 - Provide Various Pharmaceutical Supplies - Fire Department - P.O. Nos.: P545477 and P545478		

On October 5, 2018, the City Purchasing Agent approved the initial award in the amount of \$24,980.00. Subsequent actions have been approved. This increase in the amount of \$140,000.00 is necessary for the Fire Department to continue assisting the public with various pharmaceutical supplies. This increase will make the award amount \$277,470.00. The contract expires on September 19, 2020 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

5. SYDNOR HYDRO, INC.	\$ 49,950.00	Non-Competitive/ Procurement/ Sole Source
--------------------------	--------------	---

Contract No. 08000 - Wastewater GearBox - Department of Public Works - Back River Wastewater Plant - Req. No.: R846600

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor is the manufacturer's sole authorized source of these Gear-Boxes which must be compatible with currently installed equipment at the water treatment plant. The period of the award is October 2019 through October 2020. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

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

6. THIELSCH ENGINEERING, INC.	\$160,082.00	Non-Competitive/ Procurement/ Sole Source
----------------------------------	--------------	---

Contract No. 08000 - Replacement Parts for Actuator - Department of Public Works - Req. No.: R843056

AGENDA

BOARD OF ESTIMATES

2/26/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently installed equipment at the water treatment plant. 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, §11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Finance - Payment in Lieu of Taxes Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Payment in Lieu of Taxes (PILOT) Agreement template for the Hollander Ridge project (the "Hollander Project"), an affordable housing project required to be developed under the Settlement Agreement for Thompson, et al. v. United States Department of Housing and Urban Development ("HUD"), et al. ("Thompson Settlement Agreement") to which the Housing Authority of Baltimore City ("The HABC") and the City are parties.

The Board is further requested to authorize the Director of Finance to execute the Hollander PILOT Agreement in the form of the template with Hollander Ridge Investor, LLC (the "Owner"), subject to review and approval for form and legal sufficiency by the City Solicitor's Office.

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time. The PILOT will have no impact on City revenue for the reasons discussed below.

BACKGROUND/EXPLANATION:

Previously, the Board approved the form of PILOT Agreement to be used for phases one and two of public housing units sold by the HABC to private entities so that the properties could be renovated and upgraded under HUD's Rental Assistance Demonstration (RAD). RAD Phases I and II involved the conversion under RAD of public housing units in 23 public housing projects.

In 1996, the HABC was awarded \$20,000,000.00, under a HOPE VI grant to redevelop the former Hollander Ridge public housing site. All residents were relocated and the site was cleared. However, community opposition and subsequent litigation in connection with the Thompson, et al. v. HUD, et al. lawsuit prohibited the redevelopment of housing onsite using the HOPE VI funds. In 2012, the parties signed the Thompson Settlement Agreement, which required the HABC to develop up to 100 public housing units in certain communities in Baltimore City.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Finance - cont'd

Due to capital financing impediments in developing and maintaining the Hollander units as public housing, in October 2015, the parties agreed to amend the Thompson Settlement Agreement to allow the units to be converted under RAD.

In May 2016, HUD approved the revised Hollander development proposal, providing for the units to be initially developed as public housing and then converted under RAD project based rental assistance. The RAD conversion to project based rental assistance allows the HABC to attract millions of dollars in new capital for the rehabilitation and maintenance of the Hollander properties. Ninety-four Hollander properties were acquired by June 30, 2019.

The Hollander properties are currently governed by a Cooperation Agreement between the City and the HABC which, among other things, allows for a Payment in Lieu of Taxes by the HABC for its properties. The HABC PILOT under the Cooperation Agreement calls for a payment of ten percent of the shelter rents collected by the HABC, which is, ten percent of the rents collected directly from the tenants, minus utilities. Due to the financing structure that will be necessary to support the rehabilitation work in the Hollander properties, the entity that the HABC controls and wholly owns (the "Baltimore Housing Authority entity") will ground lease the land under the buildings and sell its ownership interest in the buildings to a new owner entity that will be partly owned by it. The effect of this ownership will be that the properties will no longer be covered by the Cooperation Agreement. In order to maintain the existing property tax status the HABC has requested and the Finance Department supports a new PILOT Agreement for the Owner for which the payment will be 10% of the rents collected from the residents. Based on the ownership structure, which will include a Baltimore Housing Authority entity, the Owner will be eligible to receive a PILOT under Section 12-104 of the Housing and Community Development Article of the Annotated Code of the State of Maryland.

The PILOT is necessary to preserve the properties' present tax levels, which are in turn necessary to raise sufficient capital for rehabilitation. Without the PILOT these properties would not

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Finance - cont'd

be financeable, would not benefit from RAD, and the necessary capital resources to complete the rehabilitation of the properties could not be attained.

The Hollander Project is in the final stage of financing approvals and an executed PILOT is necessary for financing to be approved by HUD and the State in connection with the four percent Low Income Housing Tax Credits and tax-exempt bonds awarded to the project. The executed PILOT Agreement must be provided before the project financing can close.

MBE/WBE PARTICIPATION:

Per HUD Federal Section 3 guidelines, the Developer will adhere to the 20% MBE/WBE goals (HABC to monitor).

(The Payment in Lieu of Taxes Agreement Template has been approved by the Law Department as to form and legal sufficiency.)

PERSONNEL MATTERS

* * * * *

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

89 - 99

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department as to form and legal sufficiency.

AGENDA**BOARD OF ESTIMATES****2/26/2020****PERSONNEL**Baltimore City Circuit Court

	<u>Hourly Rate</u>	<u>Amount</u>
1. JESSICA HUTCHINSON	\$32.85	\$ 59,984.10
2. CANDACE ROBINSON	\$32.85	\$ 59,984.10

Account: 5000-544420-1100-117001-601009

Mses. Hutchinson and Robinson will each work as a Contract Services Specialist II. They will review motions and make recommendations in a wide variety of civil non-domestic cases, perform legal research as requested by either the Masters or Judges, draft opinions and orders, and train and supervise other employees in the office including paralegals, legal assistants, and academic interns. In addition, Mses. Hutchinson and Robinson will prepare for meetings with the Bar concerning cases, prepare for and assist with redemption hearings and status conferences in tax sale cases, and they will be on-call for the Judges during their hearings should they require assistance. The period of the agreement is March 1, 2020 through February 28, 2021.

Office of the City Council3. Reclassify the following filled position:Position No.: 47554

From: Operations Officer II
 Job Code: 00086
 Grade: 927 (\$66,118.00 - \$105,788.00)

To: Operations Officer III
 Job Code: 00087
 Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$12,814.00 - 1001-000000-1000-104800-601001

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Office of the City Council - cont'd

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

4. Reclassify the following filled and vacant positions:

Position Nos.: 46342 (vacant) and 46347 (filled)

From: Operations Officer I
Job Code: 00085
Grade: 923 (\$62,171.00 - \$99,709.00)

To: Staff Assistant (Elected Official)
Job Code: 00138
Grade: 903 (\$46,282.00 - \$74,009.00)

Cost: (\$53,506.00) - 1001-000000-1000-104800-601001

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

Office of the Comptroller

5. Create the following position:

Classification: Operations Assistant III
Job Code: 00081
Grade: 904 (\$49,054.00 - \$78,487.00)
Position No.: To be determined by BBMR

Cost: \$93,423.00 - 1001-000000-1300-157300-601001

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Environmental Control Board

Hourly Rate Amount

6. Create the following position:

Classification: Liaison Officer II

Job Code: 31422

Grade: 093 (\$54,044.00 - \$65,897.00)

Position No.: To be determined by BBMR

Cost: \$80,585.00 - 1001-000000-1170-138600-601001

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

7. **KURT E. NACHTMAN** \$90.00 **\$ 8,100.00**

Account: 1001-000000-1170-138600-601009

Mr. Nachtman will work as a Contract Services Specialist II (Hearing Officer). He will provide a tax sale review process for lien-able citations that are eligible for the tax sale, as determined by the property owner's Final Bill and Legal Notice. As a Hearing Officer, Mr. Nachtman has full authority pursuant to the Baltimore City Code, Article 1, §40, et. seq. to render decisions and orders as well as impose civil penalties as provided by law to ensure a thorough and meaningful review process. The period of the agreement is March 1, 2020 through May 1, 2020.

Fire Department

8. Reclassify the following filled position:

Position No.: 48526

From: Assistant Counsel

Job Code: 10074

Grade: 929 (\$70,276.00 - \$112,293.00)

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Fire Department - cont'd

To: General Counsel
Job Code: 10077
Grade: 936 (\$82,853.00 - \$132,342.00)

Cost: \$29,939.00 - 1001-000000-2121-226400-601001

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

9. Reclassify the following two vacant positions:

a. Position No.: 52267

From: Fire Codes Plans Manager
Job Code: 41302
Grade: 923 (\$62,171.00 - \$99,709.00)

To: Agency IT Specialist III
Job Code: 33149
Grade: 929 (\$70,276.00 - \$112,293.00)

b. Position No.: 13063

From: Emergency Services Instructor, ALS
Job Code: 41246
Grade: 368 (\$47,749.00 - \$72,468.00)

To: Agency IT Specialist III
Job Code: 33149
Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$40,400.00 - 1001-000000-2101-225100-601001

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Fire and Police Employees' Retirement Systems

10. Reclassify the following vacant position:

Position No.: 47202

From: Legal Assistant II
Job Code: 32933
Grade: 087 (\$42,131.00 - \$50,927.00)

To: Paralegal
Job Code: 84241
Grade: 090 (\$47,604.00 - \$57,857.00)

Cost: \$6,833.00 - 6000-604120-1540-171400-601001

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

Health Department

11. Reclassify the following vacant position:

Position No.: 50548

From: Epidemiologist
Job Code: 61291
Grade: 927 (\$66,118.00 - \$105,788.00)

To: Epidemiologist Supervisor
Job Code: 61293
Grade: 936 (\$82,753.00 - \$132,342.00)

Cost: \$20,990.05 - 4000-499620-3080-294200-601001

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Office of the Labor Commissioner

12. Reclassify the following vacant position:

Position No.: 16048

From: Labor Relations Specialist
Job Code: 00114
Grade: 927 (\$66,118.00 - \$105,788.00)

To: Operations Officer III
Job Code: 00087
Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$13,000.00 - 1001-000000-1280-154300-601001

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

Mayor's Office - Amendment to Agreement

	<u>Hourly Rate</u>	<u>Amount</u>
13. ALLYSE DEPENBROCK	\$56.94	\$34,164.00

Account: 1001-000000-1250-731700-601009

On May 29, 2019 the Board approved the agreement with Ms. Depenbrock. She works as a Contract Services Specialist II. She serves as the primary point of contact for the City executives and top business leaders from consulting, technology, finance, and real estate and work with various stakeholders in order to communicate project goals, convene and run regular team meetings, identify potential project delays, and proactively problem solve. Ms. Depenbrock manages teams of loaned professionals, including scoping and shaping the effort, enforcing deadlines, advising on communication

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Mayor's Office - cont'd

style, or actually stepping in to assist with analysis; contributes to building the Civic Innovators Program and its citywide impact through coaching, publishing, and engaging new partners, which may include building the board, outreach to foundations, and presentations at conferences. She also builds the brand, identifying ways to market it and leverage corporate participation to strengthen the reputation and reach of the program. This amendment will extend the period of the original agreement for one additional year with the same hourly rate of \$56.94 per hour for an additional 600 hours, not to exceed \$34,164.00.

Department of Planning

14. Reclassify the following vacant position:

Position No.: 16600

From: City Planner II
Job Code: 74137
Grade: 927 (\$66,118.00 - \$105,788.00)

To: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$31,488.00 - \$36,312.00)

Cost: (\$66,972.00) - 1001-000000-1877-187400-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
15. AUSTIN DAVIS	\$43.35	\$29,478.00

Account: 1001-000000-1877-806000-601009

Mr. Davis will continue to work as a Contract Services

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Department of Planning - cont'd

Specialist II. He will be responsible for finalizing and coordinating the implementation of Census 2020 Complete Count Action Plan; developing and implementing a comprehensive communication plan to increase Baltimore residents participation in Census 2020; leading the Census Executive Committee (comprised of City of Baltimore staff) that provides Media/Public Relations, Data/Mapping, Field/Outreach and other general support to the overall Complete Count Committee. Mr. Davis will also write and review a variety of written materials including reports, correspondence, memorandums, Mayoral communications and contracts; make presentations on behalf of the City to government, community and private sector stakeholders; collaborate with Research and Strategic Planning staff within the Department to complete necessary demographic research; draft responses to special correspondence. He will also handle special assignments and supervises interns, fellows and volunteers. This is a 10% increase in the hourly rate from the previous contract period. The contract is not to exceed 680 hours. The period of the agreement is effective four months, beginning on February 28, 2020.

Enoch Pratt Free Library

16. Reclassify the following filled position:

Position No.: 15883

From: Office Assistant III
Job Code: 00708
Grade: 078 (\$31,488.00 - \$36,512.00)

To: Program Coordinator
Job Code: 10240
Grade: 923 (\$62,171.00 - \$99,709.00)

Cost: \$33,150.00 - 1001-000000-4501-338600-601001

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Enoch Pratt Free Library - cont'd

17. Reclassify the following vacant position:

Position No.: 15695

From: Librarian III
Job Code: 00717
Grade: 923 (\$62,171.00 - \$99,709.00)

To: Librarian Supervisor I
Job Code: 00658
Grade: 927 (\$66,118.00 - \$105,788.00)

Cost: \$8,100.00 - 1001-000000-4501-592700-601001

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

Department of Recreation and Parks

18. Reclassify the following vacant position:

Position No.: 47337

From: Utility Aide
Job Code: 52951
Grade: 422 (\$31,187.00 - \$32,727.00)

To: Building Repairer Supervisor
Job Code: 53115
Grade: 084 (\$37,741.00 - \$45,044.00)

Cost: \$9,537.00 - 1001-000000-4803-372000-601001

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Department of Recreation and Parks - cont'd

19. Reclassify the following filled position:

Position No.: 43670

From: Operations Manager II
Job Code: 00091
Grade: 942 (\$92,884.00 - \$153,136.00)

To: Operations Director II
Job Code: 00094
Grade: 969 (\$116,026.00 - \$191,527.00)

Cost: \$17,689.00 - 1001-000000-4711-361700-604013

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

20. Create the following position:

Classification: Building Project Coordinator
Job Code: 72492
Grade: 093 (\$54,044.00 - \$65,897.00)
Position No.: To be determined by BBMR

Cost: \$80,438.00 - 1001-000000-4803-371400-601009

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

Department of Transportation

21. Reclassify the following vacant position:

Position No.: 2303-49562

From: Economic Empowerment Officer
Job Code: 74392
Grade: 923 (\$62,171.00 - \$99,709.00)

AGENDA

BOARD OF ESTIMATES

2/26/2020

PERSONNEL

Department of Transportation - cont'd

To: Engineer II
Job Code: 72113
Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$11,184.90 - 1001-000000-6971-383800-601001

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

22. a. Abolish the following position:

Position No.: 5000-21113

Classification: Laborer
Job Code: 52941
Grade: 426 (\$33,240.00 - \$35,615.00)

b. Reclassify the following two positions:

Position Nos.: 2391-35836 (vacant) and 2391-35843 (filled)

From: Traffic Signal Installer I
Job Code: 53411
Grade: 078 (\$31,488.00 - \$36,312.00)

To: Engineering Associate II
Job Code: 72712
Grade: 089 (\$45,660.00 - \$55,436.00)

Cost: (\$6,208.62) - 1001-000000-6971-383800-601001

AGENDA

BOARD OF ESTIMATES

2/26/2020

Office of the States Attorney - Inter-Governmental Agreement
for Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Inter-Governmental Agreement (Agreement) with the State of Maryland, Department of Public Safety and Correctional Services (DPSCS). The period of the Agreement is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$194,500.00 - 4000-403720-1150-118100-606001

BACKGROUND/EXPLANATION:

The DSPCS will reimburse the Office of the State's Attorney for the salary and benefits of two paralegals and one law clerk that will work with prosecutors in the Baltimore City Drug Treatment Court initiative.

This request is being submitted late because the grant award was recently received from the Grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Office of the States Attorney - Memorandum of Understanding
for Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Behavioral Health System Baltimore, Inc., (BHSB). The period of the MOU is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$89,131.00 - 5000-502920-1150-118100-606001

BACKGROUND/EXPLANATION:

The BHSB was awarded a grant from the Maryland Department of Health, Behavioral Health Administration for FY 2020 entitled Law Enforcement Assisted Diversion (LEAD) and has agreed to provide the Office with \$89,131.00 of the award to support an Assistant State's Attorney under the program.

The Office received grant funds from the BHSB, which provide for the salary and fringe benefits for an Assistant State's Attorney.

The purpose of the MOU is for the expectations of the parties to be set forth in writing and approved by the Board. The Assistant State's Attorney will assist in the pre-booking diversion program for eligible participants generally diagnosed with substance-use disorders and mental health conditions. These individuals will be connected with parties to render intensive services rather than referring them to the criminal justice system.

The MOU is late because it was only recently completed.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Office of the States Attorney - No-Cost Time Extension
for Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the No-Cost Time Extension to the grant award from the Department of Justice. The No-Cost Time Extension will extend the period of the grant award through September 30, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 30, 2018 the Board approved the original grant award in the amount of \$58,500.00 for the period of February 1, 2018 through September 30, 2019.

The Mid-Atlantic Innocence Project, Office of the States Attorney and the University of Baltimore will continue to work together to operate the Baltimore City Wrongful Conviction Review Program. In an effort to increase the identification and investigation of wrongful conviction claims in Baltimore City and provide quality representation to those who may have been wrongfully convicted through increased collaboration and communication between the attorneys litigating the case and the prosecutors considering their requests.

The extension is late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

(The No-Cost Time Extension has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

2/26/2020

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the U.S. Department of Justice for the National Crime Statistics Exchange (NCS-X) Implementation Assistance Program, Award #2-19-FU-CX-K003. The period of the Grant is October 1, 2019 through September 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$2,703,500.00 - 4000-437820-2041-220100-603050

BACKGROUND/EXPLANATION:

The NCS-X Implementation Assistance funding will move the Baltimore Police Department away from manual incident reports and an obsolete Records Management System (RMS) process, to an upgraded computer-based RMS. The new WebRMS will allow BPD to report out-field and in-field incidents into a computerized system. The implementation of this new technological tool will support officer safety, maximize the effectiveness and productivity of each officer, and provide the outmost public service to the citizens of Baltimore. WebRMS will also be National Incident-Based Reporting System (NIBRS) compliant with the FBI's law enforcement incident-based reporting system.

The grant is late because of the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

2/26/2020

Police Department - cont'd

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

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention, Award #BCPT-2020-0001. The period of the Grant is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$4,600,000.00 - 5000-514220-2041-220100-603050

BACKGROUND/EXPLANATION:

The Baltimore Police Department's Technology project will help reduce the gap in services and foster collaboration and cooperation among partner agencies and stakeholders. The program will utilize technology to build the department's capacity to analyze data that helps with crime reduction. Grant funds will be used for equipment and software.

The grant is late because of late receipt of the award documents and the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Mayor's Office of Criminal Justice (MOCJ) - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Award Agreement with the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award Agreement is January 1, 2020 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 5000-514320-2255-772500-405001

BACKGROUND/EXPLANATION:

The MOCJ received notification of a grant award from the GOCCP through the Project Exile Media Program. The purpose of the grant is to support the media expansion and public awareness of Project Exile (PE), a component of Project Safe Neighborhoods, a program sponsored by the United States Attorney's Office targeting violent repeat offenders and criminal organizations involved in firearms and drug trafficking in Baltimore City.

The PE involves a strong partnership between local, state, and federal law enforcement agencies and promotes community involvement. Strategies that inform the community of the PE program objectives, - reducing violent gun crime- and its resulting successes can help facilitate community support and cooperation.

Funding provided for outreach in the form of general advertising, billboards and bulletins in Baltimore City, and other forms of media, e.g. radio, television, internet, etc., supports the education and awareness objectives of the program.

AGENDA

BOARD OF ESTIMATES

2/26/2020

MOCJ - cont'd

The Grant Award Agreement is late because of delays in the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Public Works - WaterReuse Association Membership

ACTION REQUESTED OF B/E:

The Board is requested to approve the invoice for the annual membership for WaterReuse Association. The period of the WaterReuse Association Membership is January 1, 2020 through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$12,200.00 - 2071-000000-5541-398601-603022

BACKGROUND/EXPLANATION:

The WaterReuse Association encourages the use of recycled water. This organization is focused on supporting policies that will fund the increased use of recycled water. The association goal is to support the advancement of new laws and policies for the acceptance of recycled water. This is a non-profit trade association for water utilities.

MBE/WBE PARTICIATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement for Alley Gating with Southwest Partnership, Inc. The lease agreement is effective upon Board approval for a term of 25 years.

AMOUNT OF MONEY AND SOURCE:

Southwest Partnership, Inc. will be solely responsible for all costs and fees for this project.

BACKGROUND/EXPLANATION:

Southwest Partnership, Inc. wishes to gate a 3 foot alley in Block 232, in the vicinity of the unit block of S. Carey Street and the 1300 Block of Boyd Street.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Southwest Partnership, Inc. The lease agreement is effective upon Board approval for a term of 25 years.

AMOUNT OF MONEY AND SOURCE:

Southwest Partnership, Inc. will be solely responsible for all costs and fees for this project.

BACKGROUND/EXPLANATION:

Southwest Partnership, Inc. wishes to gate a 4 foot alley in Block 231, in the vicinity of the rear of the 1400 Block of Hollins Street and west side S. Norris Street.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA**BOARD OF ESTIMATES****2/26/2020**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.	915 S. Wolfe Street	I & G Direct Real Estate 37, LP	Single face electric sign 27 sq. ft.
	\$429.30 - Flat Charge		
2.	2101 E. Biddle Street	2101 East Biddle Street, LLC	Two conduit connections at 18 linear ft. each
	\$126.00 - Annual Charge		
3.	39 S. Curley Street	Vadim Kashtelyan	Window Well 13 sq. ft.
	\$ 54.60 - Annual Charge		
4.	E. Fayette & Highland Ave. Edmondson Ave. & N. Pulaski St. N. Caroline St. & E. Monument St. E. Madison St. & Wolfe St. Cherry Hill Rd. & Light Rail N. Fulton Ave. & Edmondson Ave. W. Baltimore St. & S. Poppleton St. Frederick Ave. & S. Pulaski St. W. Baltimore St. & S. Fulton Ave.	Mass Transit Administration (MTA)	Install 22 12'9" x 6'11" bus shelters

AGENDA**BOARD OF ESTIMATES****2/26/2020**Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
Greenmount Ave. & E. 25 th E. Monument St & Ensor St. Greenmount Ave. & E. 25th Street Dolphin St. & Druid Hill Ave. Eastern Ave. & Rappolla St. Fallsway & E. Madison St. N. Broadway & E. Madison St. N. Broadway & E. Monument St. W. Baltimore St. & S. Martin Luther King Blvd. Sinclair Ln. & Frankford Ave. Garrison Blvd. & Windsor Avenue E. Monument St. & Greenmount Ave. Erdman Ave. & Annetta Ave.		

Charge: N/A. The State is exempt from minor privilege fees.

5.	Pennsylvania Ave. & Clifton Ave. W. 25th St. at St. Paul St. E. Madison St. at Ensor St.	MTA	22 12'9"X6'11" bus shelters
----	--	-----	--------------------------------

AGENDA**BOARD OF ESTIMATES****2/26/2020**Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
E. Fayette St. at N. Broadway Garrison Blvd. at Duvall Ave. Harford Road at Broadway Liberty Heights Ave. at Garrison Blvd. 10th St. at E. Jeffery St. N. Highland Ave. at Pulaski Hwy. W. Baltimore St. at S. Arlington Ave. W. Madison St. at N. Eutaw St. E. Fayette St. at N. Highland Ave. N. Gilmore St. at Riggs Ave. Aisquith St. at Federal St. E. Madison St. at Greenmount Ave. Dolphin St. at Druid Hill Ave. Dundalk Ave. at Holabird Ave. 10 th St. at Stoll St. E. Cold Spring Ln. at The Alameda Saint Paul St. at E. 22nd St.		

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
Moravia Road at Aberdeen Ave. W. Pratt St. at S. Arlington Ave.		

Charge: N/A. The State is exempt from minor privilege fees.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Space Utilization Committee - Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Communications License Agreement with Sprint Spectrum, L.P., Licensee, for the use of a portion of the hose tower and storage space at a firehouse located at 2120 Eastern Avenue. The period of the Communications License Agreement is effective March 1, 2020 for five years with three five-year renewal terms.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>License Fee</u>
2020	\$41,000.00
2021	\$42,230.00
2022	\$43,496.90
2023	\$44,801.81
2024	\$46,145.86

The annual license fee during the five year initial term will be due on March 1 of each year and will escalate by 3% annually.

BACKGROUND/EXPLANATION:

On December 1, 1999, the Board approved a Lease Agreement whereby a portion of the hose tower and property located at 2120 Eastern Avenue were used for cellular telephone communication. The initial term was for five years effective March 1, 2000, the date installation of transmission and equipment lines was completed. The Lease Agreement had three 5-year renewals. This Lease Agreement will expire upon the approval of the Communications License Agreement.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Space Utilization Committee - cont'd

This is a new agreement that has three five year renewal terms. All other provisions of the original agreement have been updated to reflect current best practices in these types of agreements.

The Space Utilization Committee approved this Communications License Agreement on February 11, 2020.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Space Utilization Committee - Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Communications License Agreement with Sprint Spectrum, L.P., Licensee, for the use of a portion of the hose tower and storage space at a firehouse located at 6512 Harford Road. The period of the Communications License Agreement is effective February 1, 2020 for five years with three five-year renewal terms.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>License Fee</u>
2020	\$46,000.00
2021	\$47,380.00
2022	\$48,801.40
2023	\$50,265.44
2024	\$51,773.41

The annual license fee during the five year initial term will be due on February 1 of each year and will escalate by 3% annually.

BACKGROUND/EXPLANATION:

On December 1, 1999, the Board approved a Lease Agreement whereby a portion of the hose tower and property located at 6512 Harford Road were used for cellular telephone communication. The initial term was for five years effective February 1, 2000, the date installation of transmission and equipment lines was completed. The Lease Agreement had three 5-year renewals. The Lease Agreement will expire upon the approval of the Communications License Agreement.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Space Utilization Committee - cont'd

This is a new agreement that has three five-year renewal terms. All other provisions of the original agreement have been updated to reflect current best practices in these types of agreements.

The Space Utilization Committee approved this Communications License Agreement on February 11, 2020.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Department of Real Estate - First Amendment to Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a First Amendment to Communications License Agreement with Crown Atlantic Company, LLC, a Delaware Limited Liability Company, and Licensee, to operate and allow others to operate communications equipment on the licensed premises located at 3002 Druid Park Drive. The amendment adds two additional five year renewal terms to the agreement, extending its total term to March 18, 2040.

AMOUNT OF MONEY AND SOURCE:

\$71,051.88 - annual rent

BACKGROUND/EXPLANATION:

The demised premises will be utilized for cellular telephone communication. The Licensee will be responsible for liability insurance, utilities, maintenance and repairs to their equipment and compliance with all FCC and FAA rules and regulations.

The Licensee has been using the property and granting others the right to construct, maintain and transmit radio signals from certain wireless communications equipment on the property. Section 2 of the License is amended to add two additional five year terms to the License beyond the original term and extending its total term to March 18, 2040. The amendment also requires annual rent payments beginning March 1, 2020 and with a 4% escalation in the annual rent every year thereafter. As additional compensation, the Licensee will pay the City \$10,000.00 within 60 days of the full execution of the First Amendment by both parties. In addition, the City of Baltimore will receive 10% of the revenue received by the Licensee from any subtenants added to site after execution of the Agreement.

The Space Utilization Committee approved this license agreement on January 28, 2020.

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

AGENDA**BOARD OF ESTIMATES****2/26/2020****Health Department - Fee Reduction Recommendation for
90-Day Small Haulers****ACTION REQUESTED OF B/E:**

The Board is requested to approve the Commissioner of Health's fee recommendation pursuant to Baltimore City Health Code §7-210, to temporarily reduce to \$0.00, licenses for small haulers in support of a 90-day Small Haulers Pilot being conducted by the Baltimore City Department of Public Works (DPW).

AMOUNT OF MONEY AND SOURCE:**License and Fee Schedule**

<u>License Name</u>	<u>Duration</u>	<u>Budget Account Number</u>	<u>Current</u>	<u>Temporarily Proposed</u>
Small Haulers License	90-days	1001-000000-3020-170400-400650	\$ 8.75	\$0.00
Small Haulers License	1 year	1001-000000-3020-170400-400650	\$35.00	\$0.00

BACKGROUND/EXPLANATION:

The Health Department issues approximately 12 small hauler licenses each weekday. A typical day may consist of issuing three 90-day licenses and nine annual licenses and these numbers can vary depending upon weather and other factors. Assuming all small haulers would opt to obtain an annual license if that cost was reduced to \$0.00 during the pilot, the expected reduction in revenue would amount to approximately \$27,300.00 over the course of the 90-day pilot.

Small Haulers are those who are engaged in the collection, transportation, and disposal of solid waste either commercially or for themselves and whose vehicles meet certain weight and capacity

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

restrictions. The DPW is embarking on a 90-day pilot initiative to reduce barriers to small haulers and to decrease illegal dumping in Baltimore City. It is believed the temporary reduction may serve to incentivize currently unlicensed small haulers to become legitimately licensed. The Health Department is happy to support this initiative and is in favor of eliminating licensing costs for small haulers during the course of the 90-day pilot.

If approved, the fee reduction will become effective on the start date of the Small Haulers Pilot to be announced by the DPW and would run continuously for 90 days thereafter. The current fee schedule would resume at the end of the pilot.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - 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, Mr. Tyrone Chapman.

The transfer of sick leave days is necessary in order for the designed 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>
Courtney Feaster	5
Toni Montgomery	5
Al Russell	5
Paul Overly	5
Steve Litzenbrger	5
Shannon Snyder	3
Lamont Keaton	1
Manhari Sapkota	<u>1</u>
Total	30

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

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - Agreements

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

1. **CHASE BREXTON HEALTH SERVICES, INC.** **\$280,000.00**

Account: 5000-569720-3023-273318-603051

Chase Brexton Health Services, Inc. will utilize the funds to provide Outpatient Ambulatory Health Services, as well as diagnostic and therapeutic services provided directly by a licensed health care provider with experience in treatment of patients with HIV disease.

The agreement is late because the State of Maryland, Department of Health and Mental Hygiene's (DHMH) Prevention and Health Promotion Administration (PHPA) programmatically manages Ryan White Part B HIV/AIDS State Special services. The providers are asked to submit a budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

MWBOO GRANTED A WAIVER ON DECEMBER 13, 2019.

2. **PARK WEST HEALTH SYSTEMS, INC.** **\$30,000.00**

Account: 5000-583520-3041-294600-603051

Baltimore City Health Department will fund the Park West Health Systems, Inc. to conduct colorectal cancer screening under the FY20 Increasing Colorectal Cancer Screening through Community-Clinical Linkages Fund Grant.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

Health Department - cont'd

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

2/26/2020

Office of the City Council - Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for raising \$20,000.00 that will go towards a Cosmetology scholarship in honor of Destiny Harrison. Mr. Zeke Cohen wishes to solicit donations from local individuals, businesses and the general population to support the scholarship and provide 3-5 students with funds to cover fees included in the Cosmetology program at Mergenthaler Vocational Technical High School. The period of the campaign is effective upon Board approval to February 28, 2021.

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.

Destiny Harrison, owner of Madame D Beauty Bar hair salon on N. Milton Avenue in East Baltimore, was horrifically murdered on December 21, 2019. Destiny Harrison's murder took place at her business in front of her one-year-old daughter, Dream Harrison. To honor Destiny Harrison's devotion to entrepreneurship, her practice as a beautician, and her love for her daughter, Dream, the Office of the City Council and Mr. Cohen's office, in tandem

AGENDA

BOARD OF ESTIMATES

2/26/2020

Office of the City Council - cont'd

with local barbers and beauticians, is starting the Destiny Dream Scholarship. Mr. Cohen worked with these local barbers and beauticians in the creation of the Healing City Baltimore movement, where together they united to generate this scholarship. This scholarship will be provided to 3-5 students per year at Mergenthaler Vocational Technical High School (also known as MerVo), Destiny Harrison's alma mater.

The Destiny Dream Scholarship will provide \$1,000.00 of educational seed money to MerVo cosmetology students. Funding will be allocated to offset the cost of beautician kits, uniforms, and licensure. With this scholarship, cosmetology students can pursue Destiny Harrison's passion and desire to set up future generations for success.

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

MBE/WBE PARTICIPATION:

N/A

AGENDA**BOARD OF ESTIMATES****2/26/2020****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Employees Retirement System (ERS)</u>			
1. Andy Ho	Government Finance Officers Association - 114 th Annual Conference New Orleans, LA May 16 - 20, 2020 (Reg. Fee \$420.00)	Special Funds	\$1,818.20

The registration cost of \$420.00 was prepaid directly to the GFOA by the ERS.

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

Police Department

2. Gino Inocentes James Moses	Adobe Premiere Essentials Training Class Washington, DC Mar. 2 - 3, 2020 (Reg. Fee \$899.00 ea.)	General Fund	\$2,070.00
----------------------------------	---	-----------------	------------

The train fare for Messrs. Inocentes and Moses in the amount of \$56.00 each and the registration fee in the amount of \$899.00 each were prepaid on a City-issued credit card assigned to Mr. Tribhuvan Thacker. Therefore, Messrs. Inocentes and Moses will be disbursed \$80.00 each.

AGENDA**BOARD OF ESTIMATES****2/26/2020****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City Assessment Unit</u>			
3. Kevin G. Amado, Sr.	Rx Drug Abuse and Heroin Summit Nashville, TN April 12 - 16, 2020 (Reg. Fee \$849.00)	FY 2020 Alcohol and Drug Treatment Block Grant/ State Funds	\$2,546.25

The registration fee of \$849.00 was prepaid with a city-issued check under EA000337430. The airfare cost of \$375.96 was prepaid on a Circuit Court procurement card assigned to Ms. Sophia Sander. The attendee will use his subsistence to pay the early bird fee of \$20.00. Therefore, the disbursement to Mr. Amado, Sr. is \$1,301.29.

Department of Housing and Community Development

4. Toya Sykes-Coates	HEP Energy Auditor Training Charlotte, NC Mar. 8 - 13, 2020 (Reg. Fee \$3,298.00)	EmPOWER Grant	\$4,644.06
----------------------	--	---------------	------------

The subsistence rate for this location is \$185.00. The hotel rate is \$153.97 per night, plus hotel taxes of \$36.35 per night. The Department is requesting additional subsistence \$8.97 per day for meals and incidentals. The airfare cost of \$134.46 and registration fee of \$3,298.00 were prepaid on a City-issued procurement card assigned to Ms. Alice Kennedy. The total hotel costs of \$951.60 was reserved with City-issued procurement card assigned to Ms. Alice Kennedy. Therefore, the disbursement to Ms. Sykes-Coates is \$1,211.60.

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

AGENDA**BOARD OF ESTIMATES****2/26/2020****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council</u>			
5. Sharon Middleton	2020 NACo Legisla- tive Conference Washington, DC Feb. 29, - Mar. 4, 2020 (Reg. Fee \$515.00)	Elected Officials Expense Account	\$1,971.91

The subsistence rate for this location is \$260.00 per night for February 29, 2020 and \$332.00 per night for March 1 - 4, 2020. The cost of the hotel is \$260.00 per night, plus a hotel tax of \$38.87 per day.

Ms. Middleton will be driving her personal vehicle to and from the conference. She will pay her daily parking expenses. The sponsor will provide meals during the conference. Therefore, Ms. Middleton will be disbursed \$1,971.90.

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

AGENDA**BOARD OF ESTIMATES****2/26/2020****RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
6. Earl Kelly	Centers for Disease Control - Passport to Partner Services Track D Newark, NJ Sept. 15 - 20, 2019 (Reg. Fee \$0.00)	Federal Grant Funds	\$1,077.46

On September 15 - 20, 2019, Mr. Kelly traveled to Newark, NJ to attend the Center for Disease Control's Passport to Partner Services Track D. The allowed subsistence rate for this location was \$202.00 per day. The hotel rate was \$141.00 per night. The hotel tax was \$21.33 per night. The train cost of \$186.00, hotel cost of \$705.00, and hotel tax of \$106.64 were prepaid using a City-issued credit card assigned to Mr. Malcolm Green-Hayes. Therefore, the requested reimbursement to Mr. Kelly is \$79.82.

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

This request is late because of administrative delays. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$74.32 - Food
5.50 - Transportation
\$79.82

AGENDA**BOARD OF ESTIMATES****2/26/2020****RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Office of Civil Rights and Wage Enforcement</u>			
7. Darnell E. Ingram	2019 International Association of Human Rights Agencies Conference Orlando, FL Aug. 18 - 22, 2019 (Reg. Fee \$0.00)	General Funds	\$1,314.31

On August 18 - 22, 2019, Mr. Ingram traveled to Orlando, FL to attend the 2019 International Association of Human Rights Agencies Conference. The subsistence for this location is \$188.00 per day for a total of \$752.00. Of the subsistence amount Mr. Ingram used \$121.80 for meals and incidentals, which left a remainder of \$630.20. The excess subsistence will cover the rental car cost of \$231.55 and parking cost of \$58.00. Mr. Ingram stayed with relatives in order to reduce costs to the Office. Mr. Ingram required a rental car due to the 25.3 mile distance between the conference and his accommodations.

Pursuant to AM-240-8 if official City business at the event site required extensive inspection trips, tours, or other unusual but necessary land travel, the Board must approve funds for such expenses in advance of the trip.

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

AGENDA

BOARD OF ESTIMATES

2/26/2020

RETROACTIVE TRAVEL APPROVAL

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Office of Civil Rights and Wage Enforcement - cont'd</u>			

This request is late because meals and hotel costs were not known at the required time of travel. The Department requests retroactive travel approval. The request was late because the final hotel and meal cost was unknown. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$	231.55	- Rental Car
	407.96	- Airfare
	121.80	- Meals
	58.00	- Parking
	<u>495.00</u>	- Registration fee
	<u>\$1,314.31</u>	

AGENDA

BOARD OF ESTIMATES

2/26/2020

PROPOSAL AND SPECIFICATIONS

1. Department of Public Works/Office of Engineering and Construction - SC 954, Primary Settling Tanks Nos. 3 and 4 Rehabilitation at the Back River Wastewater Treatment Plant
BIDS TO BE RECV'D: 04/01/2020
BIDS TO BE OPENED: 04/01/2020
2. Department of Transportation - TR 19007, Curb Repair Citywide
BIDS TO BE RECV'D: 03/18/2020
BIDS TO BE OPENED: 03/18/2020
3. Department of Transportation - TR 20008, ADA Ramps Citywide
BIDS TO BE RECV'D: 03/18/2020
BIDS TO BE OPENED: 03/18/2020
4. Department of General Services - GS 16810R, Mitchell Roof Replacement
BIDS TO BE RECV'D: 04/08/2020
BIDS TO BE OPENED: 04/08/2020

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED