

## **NOTICES:**

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

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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

c. Procurement Lobbyist

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

d. Required Posting

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

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

NOTICES - cont'd:

2. SPECIAL NOTICE FOR MAY 6, 2020, 9:00 A.M.  
BOARD OF ESTIMATES' MEETING

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1  
(408) 418-9388 (ACCESS CODE: 711183482) AND/OR STREAM IT LIVE  
USING THE FOLLOWING LINK:  
<http://charmtvbaltimore.com/watch-live>

3. 12:00 NOON MEETING ANNOUNCEMENT OF  
BIDS AND OPENINGS

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING  
(443) 984-1696 (ACCESS CODE: 0817325) AND/OR STREAM IT LIVE  
USING THE FOLLOWING LINK:  
(<http://charmtvbaltimore.com/watch-live>)

BOARD OF ESTIMATES' AGENDA - MAY 6, 2020

\* \* \* \* \*

THE DEPARTMENT OF FINANCE

WILL PRESENT THE

PROPOSED ORDINANCE OF ESTIMATES FOR FY 2021,

AN ORDINANCE TO LEVY AND COLLECT A TAX,

AND

REQUEST AUTHORIZATION TO ADVERTISE

THE ORDINANCE OF ESTIMATES

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Bureau of the Budget and - Annual Ordinance of Estimates FY 2021  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Fiscal 2021 Ordinance of Estimates for transmittal to the Baltimore City Council.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Ordinance of Estimates totals \$3,871,409,851.00, including \$3,048,197,851.00 for operating expenses and \$823,212,000.00 for capital expenses.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Bureau of the Budget and - Annual Property Tax Ordinance FY 2021  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Fiscal 2021 Tax Rate Ordinance for transmittal to the Baltimore City Council.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Real Property Tax Rate is proposed to remain at \$2.248 per \$100.00 of assessed value. The Personal Property Tax Rate is 2.5 times the Real Property Tax Rate per State Law.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Department of Planning - Fiscal Year 2021 - 2026 Capital Budget and Capital Improvement Program

The Board is requested to **NOTE** receipt of the FY 2021 Capital Budget and the FY 2021 - 2026 Capital Improvement Program.

On March 5, 2020, the Planning Commission approved the recommendations for the Fiscal Year 2021 Capital Budget and the Fiscal Year 2021 - 2026 Capital Improvement Program. The recommended program initially totaled \$3,639,270,000.00 over six years and \$888,393,000.00 for FY 2021.

On March 23, 2020, the Board of Finance approved the Capital Improvement Program for FY 2021-2026 as recommended by Planning Commission. Since that time, there have been several major factors requiring changes to the capital Budget.

1. The COVID-19 pandemic resulted in revised revenue estimates for the City and a revised FY 21 Budget. Changes to the Capital Budget as a result of the revised revenue estimates include a reduction in the amount of General Funds available for projects, as well as reductions in the Water and Wastewater utilities.
2. The Maryland General Assembly finalized the State Budget, including several items that affect the Baltimore City Capital Budget.
3. The City has completed its spending plans for Pimlico Local Impact Aid and South Baltimore Casino Local Impact Aid.

With the changes, the recommended new program totals \$3,596,100,000.00 for capital projects during FY 2021-2026 and \$823,212,000.00 for FY 2021.

**AGENDA****BOARD OF ESTIMATES****5/6/2020**Board of Finance - Six Year Capital Improvement Program

By City Charter, the review schedule for the Capital Improvement Program ("CIP") includes an endorsement by the Board of Finance. At a scheduled meeting on March 23, 2020 of the Board, the FY 2021 Capital Budget totaling \$888,393,000.00 and the FY 2021-2026 CIP totaling \$3,639,270,000.00 was presented to the Board of Finance. Following the presentation, the Board of Finance endorsed the CIP as summarized below:

**Board of Finance Recommended 2021-2026 CIP  
(Dollars in thousands 000)**

<b>Source</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Total</b>
G.O. Bonds	80,000	80,000	80,000	80,000	80,000	80,000	480,000
General Fund	11,200	-	-	-	-	-	11,200
Revenue Loans	439,385	410,060	196,904	184,429	35,148	279,705	1,545,631
Federal	39,967	37,705	37,642	36,842	35,400	35,400	222,956
State	14,800	14,050	14,225	8,000	4,500	3,500	59,075
Other	303,041	274,309	150,272	121,630	166,455	304,701	1,320,408
<b>TOTAL</b>	<b>888,393</b>	<b>816,124</b>	<b>479,043</b>	<b>430,901</b>	<b>321,503</b>	<b>703,306</b>	<b>3,639,270</b>



**AGENDA****BOARD OF ESTIMATES****5/6/2020**Department of Finance - Six-Year Capital Improvement Program**ACTION REQUESTED OF B/E:**

The Board is recommended to adopt the Six-Year Capital Improvement Program for Fiscal Years 2021 through 2026.

**BACKGROUND/EXPLANATION:**

The Department of Finance completed its review of the Six-Year Capital Improvement Program for Fiscal Years 2021 through 2026.

As required by City Charter, the first year of this program represents the Capital Budget for Fiscal Year 2021 and will be included in Part B of the proposed Ordinance of Estimates.

The Six-Year Capital Improvement Program has been updated due to the unprecedented COVID-19 Pandemic and is summarized as follows:

**Finance Recommended 2021-2026 CIP  
(Dollars in thousands)**

<b>Source</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>TOTAL</b>
General Obligation Bonds	80,000	80,000	80,000	80,000	80,000	80,000	480,000
General Funds	500	-	-	-	-	-	500
Revenue Loans	451,538	431,571	196,904	184,429	35,148	279,705	1,579,295
Federal	39,967	37,705	37,642	36,842	35,400	35,400	222,956
State	8,630	14,550	14,225	8,000	4,500	3,500	53,405
Other	242,577	274,309	150,272	121,630	166,455	304,701	1,259,944
<b>Total</b>	<b>823,212</b>	<b>838,135</b>	<b>479,043</b>	<b>430,901</b>	<b>321,503</b>	<b>703,306</b>	<b>3,596,100</b>

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

### BOARDS AND COMMISSIONS

#### 1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

DeAngelo Brothers, LLC	\$ 320,000.00
Ecological Restoration and Management, Inc.	\$ 8,000,000.00
G.H. Nitzel, Inc.	\$ 8,000,000.00
Hatzel and Buehler, Inc.	\$468,430,000.00
M&F Contractor Company	\$ 1,500,000.00

#### 2. Prequalification of Architects and Engineers

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

Athavale, Lystad & Associates, Inc.	Engineer
EBL Engineers, LLC	Engineer
GeoTech Engineers, Inc.	Engineer
JRS Architects, Inc.	Architect
McLaren Technical Services Inc.	Landscape Architect Engineer Land Survey
Patton, Harris, Rust & Associates, a Professional Corporation	Landscape Architect Engineer Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**BOARDS AND COMMISSIONS** - cont'd

Pennonni Associates, Inc.	Landscape Architect Engineer Land Survey
Penza Bailey Architects, Inc.	Architect
Prime AE Group, Inc.	Architect Engineer
Remington & Vernick Engineers II, Inc.	Landscape Architect Engineer Land Survey Survey
Weigand Associates, Incorporated	Engineer

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Fire Department - Agreement

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

The Board is requested to approve and authorize execution of the Agreement with Vitalk Health, Inc. The period of the agreement is May 1, 2019 through April 30, 2021.

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

\$177,962.00 - 5000-512719-3191-308700-405001

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

Under this agreement, Vitalk Health, LLC will develop one component of a machine-learning model funded by a \$600,000.00 grant award from the Maryland Community Health Resources Commission (CHRC).

The purpose of this agreement is to develop a machine-learning model related to the Mobile Integrated Health/CHRC program, a component of the above-referenced grant award to provide the Baltimore City Fire Department (BCFD) with the ability to expand the transitional health support program by maximizing EMS resources, reducing hospital readmission and improving a quality of health in West Baltimore. This request is a necessary piece in the implementation of the entire CHRC grant.

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

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

The Consultant, Vitalk Health, Inc., creates artificial intelligence to make patient specific predictions base on 9-1-1 call data, guide a Chat-Bot two-way communication technology, and conduct a detailed evaluation on well-defined outcomes for the program between BCFD and University of Maryland Medical Center

## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

#### Fire Department - cont'd

(UMMC). The Consultant is performing unique, highly technical services that are not currently used by any other fire department in the Baltimore area. It is the only Consultant that can perform the services required by BCFD and conform to the requirement of the CHRC Grant Agreement which was approved by the Board of Estimates on July 10, 2019.

The agreement is late because of a combination of delays related to the ransomware attack in May 2019.

**MWBOO GRANTED A WAIVER ON MARCH 2, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

5/6/2020

PERSONNEL MATTERS

\* \* \* \* \*

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

12 - 23

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**

**5/6/2020**

**PERSONNEL**

Baltimore City Council

1. a. Create the following Classification:

Classification: Office Support Specialist II  
Job Code: 00703  
Grade: 075 (\$29,638.00 - \$33,689.00)

b. Create the following Position:

From: Office Support Specialist II  
Job Code: 00703  
Grade: 075 (\$29,638.00 - \$33,689.00)  
Position: To be assigned by BBMR

Cost: \$51,541.00 - 1001-000000-1000-104800-601001

Environmental Control Board (ECB)

	<u>Hourly Rate</u>	<u>Amount</u>
2. <b>TARA BARNES TAYLOR</b>	\$90.00	<b>\$76,950.00</b>
3. <b>MICHAEL TAYLOR</b>	\$90.00	<b>\$76,950.00</b>
4. <b>LYNDA E. EARLE</b>	\$90.00	<b>\$76,950.00</b>

Account: 1001-000000-1170-138600-601009

These individuals will work as a Contract Services Specialist II. Their duties will include, but are not limited to conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. seq. ("Code"); conducting hearings for the Department of Housing and Community Development for the Formal Administrative Appeals Committee for Housing Code Enforcement under Section 128 et seq. of the Building, Fire and related codes of Baltimore City which permits the Commissioner of

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### PERSONNEL

##### Environmental Control Board - cont'd

Hourly Rate

Amount

Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition, to the foregoing services as a Hearing Officer, this position may from time to time at the request of the Department of Public Works (DPW) and ECB, conduct water bill dispute hearings in strict accordance with the "Regulations on Customer Service and Support for Water, Wastewater, and Storm Water Billing" adopted by DPW. The Hearing Officer will report his/her recommendations in writing to the Director of DPW who will have the final decision making authority regarding abatement of any water bills. The period of the agreement is effective upon Board approval for one year. The Hearing Officer will not work more than 32 hours per week, and will be paid only for those hours actually worked.

##### Department of Finance

#### 5. Reclassify the following filled position:

Position No.: 12483

From: Remittance Supervisor  
Job Code: 34218  
Grade: 087 (\$43,395.00 - \$52,455.00)

To: Customer Care Analyst Supervisor II  
Job Code: 34267  
Grade: 090 (\$49,032.00 - \$59,593.00)

Cost: \$9,854.00 - 1001-000000-1480-166400-601001

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

#### 6. Reclassify the following filled position:

Position No.: 12484



**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**PERSONNEL**

Department of Finance - cont'd

From: Remittance Supervisor  
Job Code: 34218  
Grade: 087 (\$43,395.00 - \$52,455.00)

To: Customer Care Analyst Supervisor II  
Job Code: 34267  
Grade: 090 (\$49,032.00 - \$59,593.00)

Cost: \$9,854.00 - 1001-000000-1480-166400-601001

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 General Services (DGS)

	<u>Hourly Rate</u>	<u>Amount</u>
7. <b>VERDELL MAYNOR</b>	\$33.28	<b>\$63,232.00</b>

Account: 2029-000000-1982-192500-601009

Ms. Maynor will continue to work as a Contract Services Specialist II. Her duties will include, but not be limited to evaluating requests for and making recommendations on the cleaning and custodial maintenance of City-owned buildings and grounds; reviewing, communicating and enforcing custodial contracts per specifications; receiving, critiquing, and expediting the process of cost estimates and determining the length of time necessary to complete projects; reviewing the scope of work; inspecting the work of contractors to ensure compliance with plans and specifications; conducting progress meetings and determining corrective actions necessary to solve problems; fielding complaints from City-owned building occupants, building maintenance, and supervisors; working with support of superintendents to address complaints;

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### PERSONNEL

##### Department of General Services - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
confirming quality of contract work completed and completing Vendor performance reports in Citibuy; generating performance records detailing monthly performance actuals and submitting periodic status reports; acting as a liaison between City and cleaning contractors and performing periodic inspections of buildings and providing reports and feedback to Vendors as well as DGS Facilities Management. The period of the agreement is effective upon Board approval for one year.		

8. <b>IMANI EDWARDS</b>	\$19.21	<b>\$36,499.00</b>
-------------------------	---------	--------------------

Account: 1001-000000-1981-194600-601009

Ms. Edwards will work as a Contract Services Specialist II. Her duties will include, but are not limited to posting updates to Facebook, Twitter, Instagram, and LinkedIn accounts with relevant, and high-quality content, following closely pre-determined marketing/branding guidelines; posting and updating news and announcements in a timely manner using appropriate content and platforms; performing research to find articles, stories, resources, or other content that is relevant to DGS' customer base and posting it to LinkedIn, Twitter, Instagram, Facebook, YouTube, Social Sprout, and GovDelivery pages in a manner that invites conversation and interaction; posting relevant photos, video, or other content from DGS activities and events; reviewing, analyzing, and reporting on activity of social media networks as well as the official DGS website; recommending changes/edits to superior; presenting analytics to superior; meeting with Department managers to determine best practices; researching ways to automate and streamline processes; assisting with the creation and implementation of the DGS Media Strategic Plan; liaising with DGS leadership, managers, supervisors, and executives to research potential

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### PERSONNEL

##### Department of General Services - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
story updates, PR opportunities and content ideas for media partners and social media; staying up-to-date with digital and multi-media content trends and making relevant recommendations and changes to implement for DGS content across all social media platforms. The period of the agreement is effective upon Board approval for one year.		
9. <b>THOMAS LEE, JR.</b>	\$42.64	<b>\$81,016.00</b>

Account: 2051-000000-1981-718200-601002

Mr. Lee will work as a Contract Services Specialist II. His duties will include, but are not limited to performing energy audits of facilities supporting a Building Performance Institute Energy Analyst Association of Energy Engineers (AEE) Certified Energy Manager; serving as a contract and Project Manager by processing and reviewing payments, conducting bi-weekly progress meetings, inspections, quality assurance and project execution; overseeing \$7,000,000.00 energy performance contract that covers eight City locations and a \$5,000,000.00 Montebello Lighting contract; conducting energy project saving estimates and modeling, identifying opportunities for broad scale efficiency planning and reviewing annual measurement and verification reports from City performance contracts. The period of the agreement is effective upon Board approval for one year.

##### Health Department

10. <b>SHERRY ADEYEMI</b>	\$44.28	<b>\$53,136.00</b>
---------------------------	---------	--------------------

Account: 6000-624921-3100-295900-601009

Ms. Adeyemi, retiree, will continue to work as a Contract Services Specialist I. She will assist in the administrative oversight/support for the Bureau of School Health and the

**AGENDA****BOARD OF ESTIMATES****5/6/2020**Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
Bureau of School Health budget. She will assist in the administration of the following grants; U-Choose, Administrative Care Coordination, Family Planning, School Nurse, and Vision for Baltimore. In addition, Ms. Adeyemi will assist with the implementation of the School Nurse Electronic Health Record and assist in the development of standard operating procedures for moving, storage and/or disposal of Health Department assets resulting from Baltimore City Public School relocation and closures. The period of the agreement is July 1, 2020 through June 30, 2021.		

11. <b>CAROLYN GRANT</b>	\$20.36	<b>\$24,432.00</b>
--------------------------	---------	--------------------

Account: 5000-525721-3100-295900-601009

Ms. Grant, retiree, will continue to work as a Contract Services Specialist I. She will be responsible for gathering pre-examination information for patient case history and assessing the patient's needs for appointment scheduling; obtaining information from patients for billing purposes, entering medical and personal history data into a computerized medical database, and completing patient invoice forms for patients and third party insurers; preparing the examining area for patient examination; collecting laboratory specimens and completing laboratory slips; performing CPR/First Aid and responding to emergencies; performing medication administration in accordance with program and Maryland Board of Nursing guidelines. The period of the agreement is July 1, 2020 through June 30, 2021.

Mayor's Office of Homeless Services

12. <b>JAYNE A. DAVIS</b>	\$18.00	<b>\$18,720.00</b>
---------------------------	---------	--------------------

Account: 1001-000000-3574-327200-601009

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### PERSONNEL

##### Mayor's office of Homeless Services - cont'd

##### Hourly Rate

##### Amount

Ms. Davis will continue to work as a Contract Services Specialist II. Ms. Davis will be responsible for receiving referrals from the Baltimore City Health Department 24 hours a day seven days a week for persons in need of isolation due to COVID-19; conducting initial telephonic screening of Baltimore City residents residing in congregate settings or shelters who have been tested for COVID-19 and are waiting results or who have tested positive and are unable to self-isolate; conducting an initial needs assessment of households placed in isolation; coordinating with Homeless Outreach Lead to advise new intakes and arrivals on site at the City's isolation unit; and producing reports and evaluations as well as performing other duties related to COVID-19 efforts as assigned by the Director. The period of the agreement is effective upon Board approval for six months.

##### Office of Equity and Civil Rights

##### 13. Reclassify the following vacant position

##### Position No.: 50761

From: Community Relations Representative  
Job Code: 84221  
Grade: 904 (\$49,054.00 - \$78,487.00)

To: Program Compliance Officer II  
Job Code: 31502  
Grade: 927 (\$66,118.00 - \$105,788.00)

Cost: \$6,065.00 - 1001-000000-1561-171500-601001

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**

**5/6/2020**

**PERSONNEL**

Office of Equity and Civil Rights - cont'd

14. Reclassify the following filled position

Position No.: 49659

From: Program Compliance Officer II  
Job Code: 31502  
Grade: 927 (\$66,118.00 - \$105,788.00)

To: Operations Officer III  
Job Code: 31111  
Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$8,584.00 - 1001-000000-6560-424800-601001

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

Office of Inspector General

15. Create the following position:

Position No.: To be assigned by BBMR

Classification: Operations Assistant II  
Job Code: 00080  
Grade: 903 (\$46,282.00 - \$74,009.00)

Cost: \$80,531.00 - 1001-000000-1081-109300-601001

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

PERSONNELOffice of Inspector General - cont'd16. Create the following position:Position No.: To be assigned by BBMR

Classification: OIG Agent

Job Code: 10210

Grade: 927 (\$66,118.00 - \$105,788.00)

Cost: \$110,175.00 - 1001-000000-1081-109300-601001

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

17. Create the following position:Position No.: To be assigned by BBMR

Classification: Operations Officer IV

Job Code: 00080

Grade: 931 (\$75,715.00 - \$121,037.00)

Cost: \$124,517.00 - 1001-000000-1081-109300-601001

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

Department of Public Works18. Reclassify the following vacant position:Position Nos.: 21136, 21840 and 49729

From: Human Resources Assistant I

Job Code: 33681

Grade: 081 (\$35,060.00 - \$41,537.00)

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**PERSONNEL**

Office of Equity and Civil Rights

To: Human Resources Assistant II  
Job Code: 33683  
Grade: 087 (\$40,094.00 - \$48,311.00)

Cost: \$29,709.00 - 2070-000000-5501-597300-601001  
2071-000000-5521-393900-601001  
1001-000000-1901-190400-601001

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

State's Attorney's Office

	<u>Hourly Rate</u>	<u>Amount</u>
19. <b>JALEN SANDERS</b>	\$20.41	<b>\$38,926.00</b>
20. <b>JASON CHRISTIE</b>	\$20.41	<b>\$38,926.00</b>

Account: 1001-000000-1150-118000-601009

Messrs. Sanders and Christie will each continue to work as a Contract Services Specialist II. They will be responsible for reviewing cases involving the Gun Trace Task Force; reviewing police reports, charges and case details; collecting documents for review by the Assistant State's Attorneys to determine if the conviction was tainted and using various software programs (JIS, LIMS and Arrestviewer) to gather documents for review of cases. The period of the agreement is effective upon Board approval for one year.

Department of Transportation

21. Reclassify the following filled Position:

Position No.: 2391-49599



**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**PERSONNEL**

Department of Transportation - cont'd

From: Office Supervisor  
Job Code: 33215  
Grade: 084 (\$38,873.00 - \$46,396.00)

To: Operations Assistant II  
Job Code: 31105  
Grade: 903 (\$46,282.00 - \$74,009.00)

Cost: \$6,775.39 - 1001-000000-2391-248900-601001

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 two vacant positions:

Position No.: 5011-34763

Classification: Laborer  
Job Code: 52931  
Grade: 426 (\$33,240.00 - \$35,615.00)

Position No.: 2391-20625

Classification: Traffic Maintenance Worker II  
Job Code: 53322  
Grade: 078 (\$31,488.00 - \$36,312.00)

b. Reclassify the following two vacant positions:

Position No.: 2391-20480

From: Transportation Associate I  
Job Code: 72721  
Grade: 086 (\$40,487.00 - \$48,836.00)

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**PERSONNEL**

Department of Transportation - cont'd

To: HR Generalist II  
Job Code: 33677  
Grade: 923 (\$62,171.00 - \$99,709.00)

Position No.: 5011-21654

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

To: HR Generalist II  
Job Code: 33677  
Grade: 923 (\$62,171.00 - \$99,709.00)

Cost: (\$30,307.56) - 1001-000000-2301-248800-601001

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

23. Reclassify the following vacant position:

Position No.: 37233

From: Transportation Enforcement Officer II  
Job Code: 41627  
Grade: 083 (\$36,396.00 - \$43,285.00)

To: HR Assistant II  
Job Code: 33683  
Grade: 085 (\$38,926.00 - \$46,904.00)

Cost: \$3,491.40 - 2076-000000-2351-256300-601001

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

5/6/2020

#### Department of Planning - Non-Construction Consultant Agreement

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

The Board is requested to approve and authorize execution of a Non-Construction Consultant Agreement for Professional Services with West 8 Urban Design and Landscape Architecture P.C. (West 8) to conduct the Middle Branch Master Plan. The period of the agreement is effective upon Board approval for 14 months, with an option to renew or extend the Agreement for six months.

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

\$200,200.00 - 2026-000000-1873-732500-603018

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

The Department seeks to engage West 8 as lead Consultant on an updated "Middle Branch Master Plan" (MBMP), representing Phase 2 of the Middle Branch Waterfront Vision and Implementation Plan process. Under a separate agreement, the City and South Baltimore Gateway Partnership (SBGP) contracted with Parks & People Foundation (P&P) to conduct Stakeholder Engagement and Design Team Selection (Phase 1 of the Middle Branch effort). That process culminated in an invited competition of pre-qualified teams led by landscape architecture firms with international reputations for having completed large-scale, public waterfront projects. This resulted in the selection of West 8 by an independent jury of professional experts and City and community representatives in June 2019.

Representatives of the Mayor's Office, Planning and Recreation and Parks worked with SBGP, P&P, state and local agencies, and West 8 to develop the Scope of Work for the MBMP. This Scope details services consisting of six "Tasks" with a total maximum budget of \$1,999,500.00 for personnel and expenses. The City secured commitments of funding from SBGP and the State of Maryland totaling \$1,750,000.00, which will support work on the Master Plan and future phases in the project's development. The State funding (\$750,000.00) and a portion of SBGP's commitment will be available until FY21.

Given the situation of the COVID-19 crisis and the timing of the funding commitments, Planning wishes to proceed with Task 1 only,

## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

#### Department of Planning - cont'd

for a total cost of \$325,200.00 for Consultant fees and expenses. The sources for funding Task 1 are: \$200,200.00 in Casino Local Impact Grant (LIG) funds, which were appropriated for this purpose in FY20, and \$125,000.00 pledged by SBGP, serving as fiscal agent. As FY21 funds become available, Planning will add tasks by amendment, as provided for in the Agreement.

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

The goals for this project are 27% MBE and 10% WBE participation. The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code.

**MBE:** \$459,355.00

**WBE:** \$170,131.00

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Department of Planning (DOP) - Transfer of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a transfer of funds to the Baltimore Civic Fund Inc. (BCF) from the Department of Planning to support a Public Ally to conduct immigrant outreach activities related to the 2020 Census.

**AMOUNT OF MONEY AND SOURCE:**

\$12,000.00 - 1001-000000-1877-806000-603026

**BACKGROUND/EXPLANATION:**

The DOP requests approval to transfer funds from DOP's budget to support a Public Ally to conduct immigrant outreach for a period of 10 months. The New American Outreach Coordinator will be responsible for strengthening outreach efforts to foreign born communities in the City of Baltimore. This task will include working with trusted community stakeholders such as non-profits, faith-based institutions, civic groups, and educational institutions to assist with information sharing, establish relationships with ethnic media, and coordinate and engage community stakeholders to increase awareness about DOP's 2020 Census initiative and city services.

The funds will be dispersed by BCF to cover:

1. Monthly invoicing related to work performed by the Public Ally from October 15, 2019 to July 24, 2020;
2. Payment toward outreach activities and events to promote Mayor's Office of Immigrant Affairs and services rendered by City agencies;
3. Training and technical assistance services to City agencies and New American Communities.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

Mayor's Office - Governmental/Charitable Solicitation

#### **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 Bernard C. "Jack" Young, Sunny Schnitzer, Lester Davis, Sheryl Goldstein, Charles Svehla, Michael Harrison, James Gillis, Michael Sullivan, Niles Ford, Scott Brillman, Dr. Letitia Dzirasa, Jennifer Martin, Dan Hymowitz, and James Wallace to solicit donations from local individuals, businesses, civic leaders, the foundation community and the general public to support the City of Baltimore's COVID-19 response efforts as it pertains to the purchase and provision of supplies and services. The period of the solicitation is effective upon Board approval through the end of the COVID-19 response.

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

No general funds are involved in this transaction.

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

Donations will be solicited from 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.

Beginning on March 13, 2020, the City of Baltimore brought its Emergency Operations Center into full activation and has been working in conjunction with the Health Department and other core agencies to ensure the City of Baltimore is able to provide the support and services required for COVID-19. As this is a public health emergency, the majority of supplies and services are medical or public health related in nature. Examples of supplies being

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Mayor's Office - cont'd

purchased to support the COVID-19 response include Personal Protective Equipment (PPE), medical gowns, medical gloves, COVID-19 testing kits, hand sanitizer, disinfectant, surgical masks, fabric masks, and other supplies as CDC guidance is updated over time. Examples of services being provided in response to COVID-19 include the creation and operation of temporary shelter facilities for persons experiencing homelessness who are under investigation, the creation and operation of temporary shelter for employees who are under investigation, the creation and operation of community testing facilities, the creation and dissemination of communications materials relating to the COVID-19 response, and other goods and services as needed to inform and protect the public as it pertains to the City's response to COVID-19.

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.

## AGENDA

BOARD OF ESTIMATES

5/6/2020

### CITY COUNCIL BILLS:

19-0465 - An Ordinance concerning Port Covington District and Port Covington Community Benefits District Management Authority For the purpose of creating a community benefits district for Port Covington; specifying the boundaries of the district; creating a community benefits district management authority and providing for its rights, duties, and powers; providing for the selection and composition of the Authority's Board of Directors; designating the initial interim board of the authority and providing for the selection and approval of a full board, including authority to establish up to three classes of board memberships with certain approval rights granted to each class; creating the administrator for the authority and approving a potential administrator; mandating the financial responsibilities of the Authority and the City in conjunction with the operation of the district; providing for a supplemental tax to be collected for the Authority; authorizing the creation of separate classes and subclasses of property for the purpose of establishing different rates of supplemental tax; authorizing the creation of credits to facilitate a diverse residential mix; incorporating the assessment, collection and enforcement process for the supplemental tax within the procedures and processes already existing; specifying the role of the City in maintaining and enhancing existing services; encouraging the creation of partnerships between and among the Authority, the City, the state, the federal government and other property owners not subject to the supplemental tax; establishing the Board of Estimates as the agency charged with reviewing and approving various matters relating to the district and the Authority; providing for the renewal, expiration, termination and approval of the District and the Authority; otherwise providing for the existence, operation and control of the District and the Authority; and providing for a special effective date.



## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### CITY COUNCIL BILLS: - cont'd

Assuming the Board of Estimates has proposed the Authority for this district, this bill must "provide procedures for a special election" to approve this ordinance "which may be administered by write-in ballots" and "provide criteria for the eligibility of voters" for that special election. Charter, Art. II, §(63)(k).

This bill must also address all of the following:

- (1) specify the powers and functions within the limits of this section, which may be exercised and conducted by the Authority and the amount of taxes or charges which may be imposed on properties in the district.
- (2) specify the duration of the Authority and define the boundaries of the district.
- (3) provide for the imposition and collection of the taxes or charges and for disbursement of the revenue therefrom to the Authority. The financial plan of the Authority, including its annual budget and its tax rate and schedule of charges, shall be subject to approval by the Board of Estimates. Taxes and charges imposed under this paragraph may not exceed those proposed by the Authority.
- (4) determine the organization and method of initial appointment of officers and board members of the Authority. The majority of the members of the board shall be owners or representatives of owners of properties in the district that are subject to taxes or charges under this section. A voting member of the board must be eligible to vote in the election under subsection (j) {subsection (k)} of this section.
- (5) determine what classes of property in the district owned by public service companies as defined in Article 78 of the Annotated Code of Maryland {now, Public Utility Companies Article} shall be subject to or exempt from taxes or charges under this section.

CITY COUNCIL BILLS: - cont'd

Charter, Art. II, §(63)(c). This bill provides for all of these things.

There are certain functions that a Community Benefits District and its management Authority may NOT be allowed to do:

- (1) exercise any police or general powers other than those authorized by State law and City ordinance;
- (2) pledge the full faith or credit of the City;
- (3) impose taxes or charges in excess of those approved by the Board of Estimates;
- (4) exercise the power of eminent domain;
- (5) extend its life without the approval of the City Council;
- (6) except as otherwise provided by law, engage in competition with the private sector;
- (7) except as otherwise provided in subsection (i) {subsection (j)} of this section, revert charges or taxes collected pursuant to this section to the General Fund of the City;
- (8) be an agency of the Mayor and City Council of Baltimore or the State of Maryland and its officers and employees may not act as agents or employees of the Mayor and City Council of Baltimore or the State of Maryland;
- (9) employ individuals who reside outside the City of Baltimore; and
- (10) except as required or appropriate to facilitate its normal operations, incur debt.

**CITY COUNCIL BILLS:** - cont'd

Charter, Art. II, §(63)(e).

There are several areas in which the language of the bill exceeds the legislative authority given to the Mayor and City Council by the General Assembly or otherwise is inadequate. Thus, amendments are needed to make the bill legally sufficient.

First, the language in Section 10-4(B)(1)(III) allowing for the Authority to lease property "for fees and the participation in revenues from such leasing" is not permitted under Section (63)(e)(6) of Article II of the City Charter that prohibits competition with the private sector, unless otherwise permitted by law. Clearly, the law that can permit the Authority to lease property cannot be the ordinance enacted by the City Council, as that would render the Charter's prohibition on private sector competition to be superfluous. See, e.g., *Thomas v. Police Commissioner of Baltimore City*, 211 Md. 357, 361 (1956) ("It is a hornbook rule of statutory construction that, in ascertaining the intention of the Legislature, all parts of a statute are to be read together to find the intention as to any one part and that all parts are to be reconciled and harmonized if possible."). An amendment to remove lines 10-11 on page 4 is attached to this report.

Next, the language in Section 10-4(B)(6) regarding assurances for payments of debts past the life of the Authority must be removed as it would be unable to offer assurances that extended beyond its own life, over which only the Mayor and City Council has control. Charter, Art. II, §(63)(h). The payment of funds by the Authority past the life of the Authority is inconsistent with the requirement that any funds unspent after the Authority dissolves must be returned to the Mayor and City Council of Baltimore. Charter, Art. II, §(63)(j). This would capture all of the Authority's funds, not just those raised by the Special Tax revenues. An amendment is attached to this report to remove this language. Alternatively, the language could be amended to clarify that the assurances must be provided by a person or entity other than the Authority.

CITY COUNCIL BILLS: - cont'd

The Authority would also have no power to "establish and enforce rules and regulations" for the use of public or private property within the district as that would amount to the exercise of police power that has specifically been denied to the Authority. Charter, Art. II, §(63)(e)(1). Even when the Mayor and City Council delegates regulatory authority to its agencies—which this Authority is clearly not under Section (63)(e)(8) of Article II of the City Charter—courts are clear that such authority must have legislative guidance. See, e.g., Maryland Theatrical Corp. v. Brennan, 180 Md. 377, 385 (1942) ("uncontrolled discretion of an administrative official...is not permitted under the police power."). An amendment is attached to this report to remove Section 10-4(B)(7).

Additionally, the Charter explicitly forbids the Authority from assessing charges against properties that are tax exempt. Charter, Art. II, §(63)(d)(7). Thus, the language in Section 10-4(B)(8) that provides the Authority could impose such charges must be removed. An amendment is attached to this report.

The language used in Section 10-4(B)(11) is not an exact phrasing of what the City Charter requires concerning minority and women's business enterprises so the language should be changed to mirror the Charter's language. Charter, Art. II, §(63)(d)(10). An amendment to align the bill's language with the Charter's language is attached to this report.

CITY COUNCIL BILLS: - cont'd

This City Council bill, which when passed would be a local law, should not require an employee of an Authority to sign an affidavit as a condition of employment as that could be seen as compelled speech under the First Amendment to the United States Constitution. U.S. Constitution, amend. I; Janus v. AFSCME, 138 S.Ct. 2448, 2463 (2018) ("The First Amendment, made applicable to the States by the Fourteenth Amendment, forbids abridgment of the freedom of speech. We have held time and again that freedom of speech "includes both the right to speak freely and the right to refrain from speaking at all."); accord Hurley v. Irish-American Gay, Lesbian and Bisexual Group of Boston, Inc., 515 U.S. 557 (1995) ("'Since all speech inherently involves choices of what to say and what to leave unsaid,'...one important manifestation of the principle of free speech is that one who chooses to speak may also decide 'what not to say'" (citation omitted). More importantly, the requirement for the affidavit is not necessary as all other Community Benefits Districts enacted under the powers of Section (63) of Article II are subject to the same employment restraint in Section (63)(e)(9) of Article II of the City's Charter and none of their enabling ordinances require an affidavit. Charter, Art. II, §(63)(e)(9). Rather, the Charter simply requires that a Community Benefits District hire only those employees who live in the City and discharge those employees if and when they move outside of the City. Thus, the Law Department recommends deleting Section 10-5(B)(9) to avoid any First Amendment issues by placing a speech requirement in a City ordinance. An amendment to remove this language from the bill is attached.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

### CITY COUNCIL BILLS: - cont'd

Next, Section 10-5(B)(11) should be amended to remove the language ", or if more restrictive," from line 2 on page 7 so as to make clear that the Authority cannot exercise any powers that are withheld under the terms of the Charter or the ordinance, regardless of which one is more restrictive. In other words, even if a Charter provision withheld some power, and the ordinance further defined that restriction, both would be operative as the ordinance could never conflict with the Charter. Charter, Art. III, §11. This confusing language appears in other Community Benefits District ordinances but it remains unhelpful. An amendment to remove this language is attached. The bill could also be amended to remove all of Section 10-5(B)(11) as it is merely a statement of statutory construction that is not required.

In Section 10-6(C)(2) on page 7, line 21 of the bill, the word "each" should be inserted instead of the word "any" to be clear that each councilmember whose district falls within the Benefits District is to be a member of the Board of Directors. An amendment is included with this report.

Additionally, changes are required Section 10-6(C)(4) requiring a member of the Board be a representative "of the residents, when a residential project is developed in the District." This is unworkable because it is unclear at what point in the development such a member would be required on the Board. Similarly, it is unclear what is meant by a "residential project." Also, Section 10-6(C)(7) should be deleted because it is merely a suggestion and does not restrict or inform qualifications for membership. The language in Subsections (C)(4) and (C)(7) risk being interpreted as void for vagueness. See, e.g., *A.B. Small Co. v. American Sugar Refining Co.*, 267 U.S. 233, 238-239 (1925) (courts have held a civil "provision invalid as contravening the due process of law clause of the Fifth Amendment, among others, because it required that the transactions named should conform to a rule or standard which was so vague and indefinite that no one could know what it was") (citations omitted);

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### CITY COUNCIL BILLS: - cont'd

see also Johnson v. U.S., 135 S.Ct. 2551, 2561 (2015) (just because there may be "some conduct that clearly falls within the provision's grasp" does not cure an otherwise vague law). An amendment to simply require one resident member is attached to this bill. Alternatively, the Mayor and City Council could simply eliminate resident membership in the Board or determine a set number of residents to be on the Board. The amendment also eliminates Section 10-6(C)(7), which although it is present in the Charles Village Community Benefits District language, is confusing as it is the only enumeration in Section 10-6(c) that is not a qualification for board membership.

Next, the language in Section 10-7(B) should be amended to remove the portion of the language that does not apply to every annual financial plan. The provisions for liability contemplated in Section 10-7(B) are already properly located in the uncodified Section 2 of the bill. An amendment is attached to the bill report.

The word "approve" in line 7 on page 9 should be changed to "implement" to align it with the Charter requirement that the Board of Estimates approves the Financial Plan and then the Authority is restricted from implementing any taxes or charges in excess of any approved amounts. Charter, Art II., §(63)(c)(3). Amendment language is attached to this report.

Language is needed to clarify Section 10-8(A)(2)(II). If the intent is to exempt specific types of properties, then those must be enumerated. Charter, Art II., §(63)(c)(5). An amendment to this language is attached to this report but it should be modified as necessary to clarify the intent of this exemption section.

## AGENDA

BOARD OF ESTIMATES

5/6/2020

### CITY COUNCIL BILLS: - cont'd

The Charter does not authorize a Community Benefit District to have different rates of Supplemental Tax. Charter, Art. II, §(63)(c)(3). Without such explicit authorization, the City may not pass an ordinance to allow for multiple rates. 91 Md. Op. Atty. Gen. 152, 155 (2006) ("A local government may not impose any type of charge, regardless of whether it is designated a tax or a fee, without the authorization of the General Assembly.") (citing the Maryland Declaration of Rights, Article 14). Rather, the Charter is clear that the Financial Plan for a District include "its tax rate and schedule of charges." Charter, Art. II, §(63)(c)(3) (emphasis added). While there may be multiple types of charges, there can only be one tax rate. The interpretation of "rate" in the context of taxes to mean only one rate, and not to include the plural "rates," has been established by Maryland Courts. See, e.g., Rosecroft Trotting and Pacing Assn., Inc. v. Prince George's County, 298 Md. 580, 593 (1984). An amendment to remove these sections is attached to this report.

Finally, an amendment is needed to clarify the voting eligibility in Section 10-15(B). If the owner of each tax parcel within the District is entitled to one vote per tax parcel, the language in Sections 10-15(B)(1)(I) could be read as superfluous and redundant. Moreover, it is unclear if the Public Service Companies owning ancillary assets are entitled to a vote because of the ownership of that asset regardless of whether that asset is located on a tax parcel it owns. An amendment is attached to this report that attempts to clarify the likely intended meaning of this Section.

In addition to these required amendments, it is worth noting that Section 10-4(B)(3) proposes the Waterfront Partnership of Baltimore, Inc. as a possible administrator of the Authority. This is currently not



## AGENDA

BOARD OF ESTIMATES

5/6/2020

### CITY COUNCIL BILLS: - cont'd

possible as the Articles of Incorporation of the Waterfront Partnership of Baltimore, Inc. provide that it is geographically limited to the City's Harbor area. Until the Board of Directors of the Waterfront Partnership of Baltimore votes to amend its Articles of Incorporation, the Waterfront Partnership of Baltimore would not be able to administer an area outside of the City's Harbor.

It is also worth noting that while the bill references "all provisions of federal, state and local law limiting the liability of directors, employees, officers, agents and officials of governmental bodies," the Authority will not be such a body. As Maryland's highest Court has explained, it is a public corporation. *Floyd v. Mayor and City Council of Baltimore*, 407 Md. 461, 487-8 (2009). This mischaracterization, however, does not impact the application of the Local Government Tort Claims Act. *Id.*; Md. Code, Cts. & Jud. Proc., § 5-301(d)(13)

In considering this bill as a proposed new Community Benefits District, the City Council must do three things:

- (1) give consideration to the views of the property owners, the retail merchants, the property tenants, and the other members of the business and residential communities within the district;
- (2) make a determination that a district created under this section will reflect a diverse mix of business and residential properties; and
- (3) make a determination that a district created under this section will reflect a diverse economic, social, and racial mix.

Although the bill provides in Section 10-1(B) that such things have been considered, it is best if, at the hearing, the committee considers the business and residential community views and makes the two determinations listed above.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### CITY COUNCIL BILLS: - cont'd

Once established by the special election, the Authority is a public corporation with the power to "promote and market districts, provide supplemental security and maintenance services, provide amenities in public areas, provide park and recreational programs and functions." Charter, Art. II, §(63)(a)(2). The Authority may request additional powers from the Mayor and City Council via ordinance. The Authority's continued existence must be reauthorized every four years. 1997 Md. Laws ch. 655; 2000 Md. Laws ch. 89 (codified in City Code, Art. 14, §6-16); see also 2003 Md. Laws ch. 475.

#### **AMENDMENTS TO COUNCIL BILL 19-0465**

Proposed by: Law Dept.

{To be offered to the Housing and Urban Affairs Committee}

##### **Amendment No. 1**

On page 4, in lines 10 and 11, delete "(III) THE LEASING OF SPACE AND STRUCTURES FOR FEES AND THE PARTICIPATION IN REVENUE FROM SUCH LEASING."

##### **Amendment No. 2**

On page 4, in line 32, delete beginning with the comma through the period in line 34 and substitute a period.

##### **Amendment No. 3**

On page 5, delete lines 1 through 3.

##### **Amendment No. 4**

On page 5, delete beginning with the comma in line 8 through the end of line 11.

CITY COUNCIL BILLS: - cont'd

Amendment No. 5

On page 5, in lines 22 through 25, delete "NONETHELESS SHALL BE SUBJECT TO APPLICABLE ORDINANCES REGARDING CITY POLICY ON ENCOURAGING AND ACHIEVING GOALS FOR PARTICIPATION OF MINORITY AND WOMEN'S BUSINESS ENTERPRISES IN THE CONTRACTING ACTIVITIES" and substitute "SHALL BE SUBJECT TO CITY ORDINANCES AND CITY POLICY REQUIRING ACHIEVEMENT OF GOALS REGARDING MINORITY AND WOMEN'S BUSINESS ENTERPRISES"

Amendment No. 6

On page 6, delete lines 28 through 32.

Amendment No. 7

On page 7, in line 2, delete "EITHER," and delete ", IF MORE RESTRICTIVE,".

Amendment No. 8

On page 7, in line 21, delete "ANY" and replace with "EACH"

Amendment No. 9

On page 7, in line 25, delete "REPRESENTATIVE OF THE RESIDENTS" and replace with "RESIDENT" and in lines 25 and 26 on page 7, delete ", WHEN A RESIDENTIAL PROJECT IS DEVELOPED IN THE DISTRICT"; and delete lines 1 through 3 on page 8.

Amendment No. 10

On page 8, in line 32, delete "IF THE AUTHORITY IS" and delete lines 32 through 34 on the same page.

Amendment No. 11

On page 9, in line 7, substitute "IMPLEMENT" for "APPROVE."

Amendment No. 12

On page 9, in line 16 delete the colon; and on

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**CITY COUNCIL BILLS:** - cont'd

the same page in line 17 delete "(I)" and ";" and insert a period at the end of line 17; and on the same page delete line 18.

**Amendment No. 13**

On page 10, delete lines 6 through 16.

**Amendment No. 14**

On page 15, delete lines 19 through 27 and substitute:

- (1) Each real property tax parcel is entitled to one vote to be exercised by the owner of that real property tax parcel.
- (2) Any Public Service Company that owns one or more fixtures or Ancillary Assets described in Section 10-8(D) is entitled to one vote regardless of how many fixtures or Assets are owned. This is in addition to, and not in substitution for, any votes that the Company is entitled to by virtue of Subsection (1), above.

**THE LAW DEPARTMENT APPROVES THIS BILL FOR FORM AND LEGAL SUFFICIENCY SO LONG AS THE FOREGOING AMENDMENTS ARE INCLUDED.**

**ASSUMING IT IS ENACTED BY THE MAYOR AND CITY COUNCIL, IT DOES NOT BECOME LAW UNLESS AND UNTIL FIFTY-EIGHT PERCENT OF THE DISTRICT APPROVES IT IN A SPECIAL ELECTION.**

**ALL OTHER REPORTS RECEIVED WERE FAVORABLE.**

20-0484 - A Resolution of the Mayor and City Council concerning Midtown Community Benefits District and Management Authority - Renewal Through June 30, 2024 for the purpose of renewing and continuing the Midtown Community Benefits District and Management Authority; providing for a special effective date; and generally relating to the activities and authority of the Midtown Community Benefits District and Management Authority.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payment of Settlements</u>			
1. Woodrow McFadden	1128 W. Saratoga Street	F/S	\$19,000.00

Funds will be drawn from account no. 9910-914135-9588-900000-704040, Poppleton Project, Phase 4 Area.

On June 20, 2019, the City filed a condemnation action to acquire the Fee Simple interest in the real property located at 1128 W. Saratoga Street in the amount of \$41,000.00, based upon the higher of two independent appraisals. The Defendant contested the City's value and provided a report appraising the property at \$75,000.00. Prior to a scheduled mediation, the parties were able to settle upon a fair market value of \$60,000.00. Thus, the Board is requested to approve an additional \$19,000.00 (\$60,000.00 less the previous approval amount of \$41,000.00).

2. G.H. Goldberg, LLC.	2201 Prentiss Place	G/R	\$ 40.00
---------------------------	---------------------	-----	----------

Funds will be drawn from account no. 9910-904177-9588-900000-704040, Hoen Parking Project Area.

On January 9, 2019, the City filed a condemnation action to acquire the Ground Rent interest in the real property located at 2201 Prentiss Place in the amount of \$400.00, based upon the higher of two independent appraisals. The Defendant contested the City's value and the parties settled on a fair market value of \$440.00 (a 10% administrative increase). Thus, the Board is requested to approve an additional \$40.00 (\$440.00 less the previous approval amount of \$400.00).

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Department of Housing and - Community Development Block  
Community Development      Grant Agreements (CDBG)

The Board is requested to approve and authorize execution of the various Community Development Block Grant Agreements. The period of the agreement is July 1, 2019 through June 30, 2020.

**1.      ST. AMBROSE HOUSING AID CENTER, INC.                      \$375,000.00**

Account: 2089-208920-5930-436191-603051	\$300,000.00
2089-208920-5930-434191-603051	\$ 75,000.00

The subgrantee will provide one-on-one pre-purchase counseling to potential homeowners and one-on-one default housing counseling services to low- and moderate income persons who are in danger of losing their home. The subgrantee will also provide housing counseling, referrals and home assessments to match homeowners with existing space in their homes with tenants seeking affordable housing under the Homeownership Program.

**2.      REBUILD METRO, INC.    \$150,000.00**

Account: 2089-208920-5930-431162-603051	\$ 50,000.00
2089-208920-5930-431180-603051	\$ 60,000.00
2089-208920-5930-431183-603051	\$ 40,000.00

This agreement will provide CDBG funding to subsidize the subgrantee's staff cost associated with the rehabilitation of six properties within the Johnston Square neighborhoods of the City. The completed units will create affordable rental housing for low-moderate income households in East Baltimore. The subgrantee will also procure a Master Planner consultant to create a Master Plan for Johnston Square neighborhood. Rebuild Johnston Square Neighborhood Organization will carry out community engagement and public information.

## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

Department of Housing and - cont'd  
Community Development

On July 17, 2019, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2019 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Emergency Shelter Grant Entitlement (ESG)
4. Housing Opportunity for People with AIDS (HOPWA)

The Department began negotiating and processing the CDBG agreements effective July 1, 2019 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA****BOARD OF ESTIMATES****5/6/2020**

Department of Housing and Community Development - Amended and Restated Deed of Trust Note, Modification, Assumption Assignment and Subordination of Home Investment Partnership Program Loan and Forgiveness of HOPWA Loan

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the following: (i) the modification of a HOME Investment Partnerships Program loan in the principal amount of \$450,000.00 and the assignment/assumption and the subordination of such loan pursuant to an Intercreditor Agreement and (ii) the forgiveness of a HOPWA (Housing Opportunities for People with AIDS) deferred loan in the amount of \$200,000.00. The loans were originally made to Royal Oaks Associates, LP (the Seller), and will be assumed as part of a transfer of the property (as further described herein) by Greenspring Overlook Limited Partnership (the Buyer). The Seller and the Buyer are affiliates or related entities to Greater Baltimore AHC, Inc. and AHC Inc.

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction after legal review and sign off by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

<b>SOURCES</b>		<b>USES</b>	
Tax Exempt Bonds/HUD	\$11,572,000	Construction Costs	\$13,750,702
FHA 221(d)(4)		(includes contingency)	
RHPP Loan (Assumed)	1,746,389	Construction Fees	2,602,672
MEEHA Loan	621,498	Financing Fees	2,643,000
HOME Loan (Assumed)	1,200,454	Developer's Fee	2,500,000
GBAHC (Existing Loan + Reserves)	5,704,904	Guarantees and Reserves	1,226,096
AHC (Assumed FHLB)	500,000	Acquisition Costs	10,000,000
AHC Sponsor Loan	540,000		
GBAHC FHLB Loan	500,000		
LIHTC Equity (4%)	9,692,005		
Deferred Developer Fee	645,221		
<b>TOTAL</b>	<b>\$32,722,471</b>	<b>TOTAL</b>	<b>\$32,722,470</b>

\* amounts are approximate and will change until closing as described below.

- No additional City funds are required



## AGENDA

### BOARD OF ESTIMATES

5/6/2020

Department of Housing and - cont'd  
Community Development

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

Greater Baltimore AHC, Inc. (GBAHC) is a 501(c)(3) non-profit affordable housing developer that has been providing affordable housing and resident services in the Baltimore area for two decades. GBAHC is an affiliate of AHC Inc. (AHC), a non-profit developer with forty-five years' experience in the Mid-Atlantic. AHC's first project in Baltimore City was Royal Oaks Apartments, which was acquired in 2001 in partnership with Struever Brothers and which is located at 2406 Loyola Northway within the Greenspring neighborhood of Northwest Baltimore City. Upon the completion of the project in 2001, the existing 207 unit development was reduced to 188 rental units, one management unit, and the new construction of a community center for the tenancy. The community was subsequently renamed Greenspring Overlook Apartments (the Development). Struever Brothers left the partnership in 2010 and the equity limited partner exited in 2018 providing AHC full control of the asset to reposition and preserve affordability long-term. The 188 low-income units receive rental subsidy via a project-based Section 8 Housing Assistance Payment contract (the HAP Contract).

The current owner of the Development is Royal Oaks Associates, LP (the Seller), an affiliate of AHC. AHC and the Seller expect to convey the property to Greenspring Overlook Limited Partnership (the Buyer), an affiliate of GBAHC to rehabilitate the Development, as described below.

On July 11, the Board approved the expenditure of HOME Investment Partnerships Program funds in the principal amount of up to \$300,000.00 (collectively, the HOME Loan) and the expenditure of \$200,000.00 of Housing Opportunities for People with Aids (HOPWA) funds (the HOPWA Loan) to the Seller. Proceeds of the HOME Loan and HOPWA Loan were used to assist with a portion of the rehabilitation of the units. On April 30, 2003, the Board approved an additional expenditure of HOME Investment Partnerships Program funds in the principal amount of up to \$150,000.00.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

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

The Development has not been renovated since 2001 and is aging with more extraordinary needs than typically expected. An area of ongoing concern is the property's plumbing system which has caused significant capital emergencies and expenses in recent years and a need for full replacement. The heating and cooling systems are also near the end of their useful lives and should be replaced with modern equipment to improve sustainability and efficiency. Due to the degrading of piping and subsequent leaks, AHC has consistently had to address water intrusion in residential units and within the kitchens and baths and adjacent walls, causing mildew and other damage.

Operating expenses and reserves have not been adequate to address the significant needs. Repair and maintenance costs related to the building systems have steadily increased and systemic issues have negatively influenced resident quality of life.

Replacement reserves have dwindled from a balance of approximately \$328,583.00 in 2013 to \$80,176.00 at the end of 2017.

The balance of the replacement reserve is under the recommended amounts for a property of this age and size, and therefore AHC has not been able to withdraw money from this account. Many of the repetitive occurrences/repairs during this period have included the following:

- Ceiling leaks
- Broken pipe repair/replacement
- Clearing/snaking of drains throughout
- Water heater repairs
- Repetitive Sewer issue including broken waste lines in various buildings
- Main line clogs/repairs in buildings
- Water extraction
- Flooding in unit bathrooms and kitchens
- Repair/replace faucets in Kitchens/bathrooms
- Galvanized pipe removal
- Waterproofing
- Emergency repairs on broken lines
- New circulator pump installation
- Repair condensation leaks
- Sprinkler head replacement

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

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

The HOME Loan is currently secured by a fourth lien deed of trust on the property and accrues interest at the then-applicable federal rate of 5.72% per annum compounded annually with a permanent loan period of 40 years. Repayment of principal and interest are due from available surplus cash, and all unpaid principal and accrued interest is currently due on February 1, 2043. No payments have been received to date by the City. The outstanding principal and accrued interest balances as of December 31, 2019 is \$450,000.00 and \$750,454.00, respectively.

The HOPWA Loan is currently secured by a fifth deed of trust on the property and accrues interest at the then-applicable federal rate of 5.72% per annum compounded annually with a permanent loan period of forty (40) years. Repayment of principal and interest are due from available surplus cash, and all unpaid principal and accrued interest are currently due on February 1, 2043. No payments have been received to date by the City. The outstanding principal and accrued interest balances as of December 31, 2019 are \$200,000.00 and \$357,299.00, respectively.

As currently structured, the HOME Loan and the HOPWA Loan are currently subordinate to the following existing debt:

- A permanent loan from SunTrust Bank (SunTrust) in the principal amount of \$1,486,000.00 (the SunTrust Existing First Loan). As of December 31, 2019, the SunTrust Existing First Loan has a current outstanding balance of approximately \$1,121,801.00, bears interest at the rate of 8.75% and is scheduled to mature on February 1, 2043.
- A loan from the Department of Housing and Community Development (MD DHCD), a principal department of the State of Maryland, from its Rental Housing Production Program (RHPP) in the original principal amount of \$1,000,000.00 (the MD DHCD Existing First Loan). The MD DHCD Existing First Loan bears interest at an approximate rate of 4.00%. The SunTrust Existing First Loan and the MD DHCD Existing First Loan share a first-lien mortgage position.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

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

- A second-lien loan from the U.S. Department of Housing and Urban Development (HUD) in the original amount of \$3,900,000.00 (the HUD Existing Loan). The HUD Existing Loan bears interest at the rate of 5.72% per annum, compounded annually. Beginning in 2003, annual payments of 75% of surplus cash were due 100 days after year end. Any unpaid principal and accrued interest are due at maturity on July 31, 2041. As of December 31, 2019 the principal amount outstanding on the HUD Existing Loan was \$3,000,000.00 and the accrued but unpaid interest was \$3,356,042.00, for a total of \$6,356,042.00.
- A third-lien loan from MD DHCD, from its Rental Housing Production Program (RHPP) in the original principal amount of \$833,700.00 (the MD DHCD Existing Third Loan), which bears interest at 1% and is to be paid out of surplus cash.

Recently, AHC and GBAHC has received a more favorable commitment and loan restructuring to replace the SunTrust Existing First Loan and to complete the much-needed repairs to the property. The refinancing plan contemplates the following:

- The Seller will convey the Development to the Buyer.
- The HAP Contract will be assigned to the Buyer so that the Development will be able to serve extremely-low-income residents, with most of the residents earning less than 30% AMI. After conveyance, the Buyer expects to convert the management unit into a rental unit so that the Development will serve 189 low-income households. The converted unit will be a low-income housing tax credit unit.
- The Buyer will obtain a new first-lien HUD-insured 221(d)(4) first mortgage originated by AGM Financial (the New First Lender) in the approximate amount of \$11,572,000.00 (the New First Loan). The New First Loan will have an interest rate

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

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

of approximately 4.00%, including a 0.25% Mortgage Insurance Premium, for a 40 year term. The estimated monthly mortgage payments of principal, interest, and Mortgage Insurance Premium will be approximately \$48,364.00 versus a prior monthly payment to SunTrust of \$11,826.55.

- Low-income housing tax credits will be generated by the sale of tax-exempt bonds by the Community Development Administration (CDA), a unit of the Division of Development Finance of MD DHCD, which bonds will be paid off following construction completion by the proceeds of the New First Loan.
- CDA will hold second-lien position loans in the approximate aggregate principal amount of \$2,409,420.00, which consists of the following: (i) the assumption and restructuring of the MD DHCD Existing First Loan and the MD DHCD Existing Third Loan into a single loan in the approximate restated principal amount of \$1,747,920.00, which will bear interest at then-current applicable federal rate (AFR) for the month of closing and (ii) a new MEEHA-EmPOWER loan in the approximate principal amount of \$621,498.00 (collectively, the CDA Loans).

In connection with the refinancing, the Borrower is requesting the following.

First, the Borrower is requesting the forgiveness of the HOPWA Loan. The HOPWA program regulations require that five units be dedicated to HIV-positive persons for ten years. The Seller complied with such requirement until it expired in 2011. In the 2001 submission to the Board, the HOPWA funds were described as a grant that was to be made as a loan with respect to facilitating the tax credit financing and as such, was not expected to be repaid. As such, the Department is comfortable with forgiving the HOPWA Loan and releasing the associated Deed of Trust.

In addition, the Borrower is requesting the following modifications to the terms of the HOME Loan: (i) extend the

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

Department of Housing and - cont'd  
Community Development

maturity dates of the HOME Loan from February 1, 2043, to a date that is not earlier than the maturity date of the New First Loan (HUD requires subordinate loans to mature no earlier than the maturity date of any HUD-insured first mortgage) and the CDA Loans, (ii) reduce the interest rate to the then-current AFR for the month of closing (the AFR for the month of April is 1.44%), (iii) subordinate the HOME Loan to the New First Loan and the CDA Loans, and (iv) allow the HOME Loan to be repaid out of 25% of surplus cash after payment of deferred developer fee (the CDA Loans will receive 50% of surplus cash).

In addition to the above, there will be several sources of financing subordinate to the HOME Loan. Each of the subordinate loans will meet all superior loan requirements. The subordinate debt consists of the following.

- HUD is expected to allow GBAHC, a qualified non-profit, to assume the HUD Existing Loan. GBAHC will then forgive a portion of the loan and restructure the rest so that it will be a loan in the approximate restated principal amount of \$5,422,904.00.
- An existing loan originally made by the Federal Home Loan Bank of Atlanta through AHC, Inc. on or about August 1, 2001 in the original principal amount of \$500,000.00 is being assumed by Buyer in the principal amount of \$500,000.00.
- AHC will make a new loan in the principal amount of \$540,000.
- GBAHC will make a new loan from funds made available by Enterprise Community Loan Fund from the Affordable Housing Program of the Federal Home Loan Bank of Atlanta in the principal amount of \$500,000.00.

As a condition of the Department's recommendation to the Board, the Borrower has agreed to pay a subordination fee in the amount of \$5,000.00.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

Department of Housing and - cont'd  
Community Development

With respect to the proposed refinancing, the proceeds of approximately \$32,722,471.00 will be used to: (a) repay the existing SunTrust Loan in the approximate amount of \$1,130,253.00 and assume the balances of other existing debt in the approximate amount of \$8,869,747.00, (b) cure deferred maintenance (approximately (\$16,353,375.00); and (c) pay for third party costs related to the refinancing (approximately \$6,369,096.00).

An appraisal prepared by Metzbower, Watts & Hulting, LC, dated January 31, 2020 determined that the As-Is Market Value at Fee Simple and meeting income restrictions is \$10,000,000.00.

The Law Department will review all documents as to form and sufficiency. It is requested that the Law Department be permitted to make final changes to the documents with the concurrence of the Commissioner of the Department of Housing and Community Development.

All other terms and conditions of the prior Board submissions and approvals contained therein remain in full force and effect.

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

Article 5, Subtitle 28 of the Baltimore City Code for Minority and Women's Business Opportunity is fully applicable and no request for a waiver has been made.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### 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 April 1, 2020 through March 31, 2021, unless otherwise indicated.

#### PROVIDER AGREEMENTS

1. **DAYSPRING PROGRAMS, INC.** **\$840,546.42**

Account: 4000-407019-3573-757603-603051

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Dayspring Programs, Inc. will provide rental assistance to 43 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Sponsor Based Rental Assistance Program.

**MWBOO GRANTED A WAIVER ON APRIL 6, 2020.**

2. **DAYSPRING PROGRAMS, INC.** **\$432,394.00**

Account: 4000-407019-3573-757604-603051

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Dayspring Programs, Inc. will provide rental assistance and supportive services to 21 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Tenant Based S+C Program.

**MWBOO GRANTED A WAIVER ON MARCH 25, 2020.**

3. **MARIAN HOUSE, INCORPORATED** **\$284,646.04**

Account: 4000-407019-3573-758351-603051



**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Mayor's Office of Homeless Services - cont'd

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Marian House, Incorporated will provide rental assistance to 18 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Sponsor Based S+C Program.

**MWBOO GRANTED A WAIVER ON APRIL 6, 2020.**

4. **AT JACOB'S WELL, INC.** **\$ 233,346.17**

Account: 4000-407019-3573-757401-603051

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, At Jacob's Well, Inc. will provide rental assistance to 18 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Rental Assistance Program.

**MWBOO GRANTED A WAIVER ON APRIL 6, 2020.**

5. **BEHAVIORAL HEALTH SYSTEM** **\$1,425,557.88**  
**BALTIMORE, INC.**

Account: 4000-407019-3573-757510-603051

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Behavioral Health System Baltimore, Inc. will provide rental assistance to 110 individuals and families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Sponsor Based S+C Program.

**MWBOO GRANTED A WAIVER ON APRIL 6, 2020**

6. **ST. VINCENT DE PAUL OF BALTIMORE,** **\$1,127,355.49**  
**INC.**

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Mayor's Office of Homeless Services - cont'd

Account: 4000-407019-3573-757701-603051

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, St. Vincent de Paul of Baltimore, Inc. will provide rental assistance to 68 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Home Connections Plus Program.

**MWBOO GRANTED A WAIVER ON APRIL 6, 2020**

**7. PROJECT PLASE, INC. \$1,636,510.00**

Account: 4000-407019-3573-756801-603051

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Project Plase, Inc. will provide rental assistance to 103 individuals and families experiencing homelessness. The Provider will offer service(s) under their Rental Assistance Program.

**MWBOO GRANTED A WAIVER ON FEBRUARY 24, 2020**

The agreements are late because of a delay in receiving the grant award from HUD.

**8. GOVANS ECUMENICAL DEVELOPMENT CORPORATION \$ 99,278.50**

Account: 4000-407019-3573-757800-603051

The City has received a HUD grant to undertake the Continuum of Care Program. Under the terms of this Provider Agreement, Govans Ecumenical Development Corporation will provide rental assistance to 59 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Harford and Micah House Program. The period of the agreement is June 1, 2020 through May 31, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Mayor's Office of Homeless Services - cont'd

**MWBOO GRANTED A WAIVER ON APRIL 6, 2020**

9. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 222,352.00**

Account: 5000-569820-3571-762400-603051

The City has received a Maryland Department of Health grant to undertake the Maryland Department of Health, State Special Funds (SSF) Program. Under the terms of this Provider Agreement, University of Maryland, Baltimore will provide emergency, temporary, or transitional housing and supportive services to 300 low income persons living with HIV/AIDS. The Provider will offer service(s) under their Homeless Prevention Program. The period of the agreement is July 1, 2019 through June 30, 2020.

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

**MWBOO GRANTED A WAIVER ON OCTOBER 16, 2019**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**GRANT AWARD AGREEMENTS**

10. **U.S. DEPARTMENT OF HOUSING AND** **\$1,405,950.00**  
**URBAN DEVELOPMENT**

Account: 4000-494221-3571-763500-404001

The City has received a grant under the Housing Opportunities for Persons with AIDS (HOPWA) program operated by HUD. Through HOPWA, low income persons living with HIV/AIDS and their families are provided with housing assistance and/or related supportive services to prevent clients from becoming homeless. The period of the agreement is July 1, 2020 through June 30, 2023.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Mayor's Office of Homeless Services - cont'd

**11. U.S. DEPARTMENT OF HOUSING AND                      \$8,305,670.00**  
**URBAN DEVELOPMENT**

Account: 4000-490821-3571-762200-404001

The City has received a grant under the Housing Opportunities for Persons with AIDS (HOPWA) program operated by HUD. Through HOPWA, low income persons living with HIV/AIDS and their families are provided with housing assistance and/or related supportive services to prevent clients from becoming homeless. The period of the agreement is July 1, 2020 through June 30, 2023.

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

**APPROVED FOR FUNDS BY FINANCE**

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

EXTRA WORK ORDERS

\* \* \* \* \*

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

59 - 61

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**EXTRA WORK ORDERS**

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

Department of Transportation/Office  
of Engineering and Construction

- |   |              |                       |   |
|---|--------------|-----------------------|---|
| 1. EWO #005, \$157,434.42 TR 11013R, Loch Raven Watershed Culvert Repair, Replacement and Resurfacing |              |                       |   |
| \$7,857,814.39  | \$500,608.79 | Civil Construction, - | - |
|   |              | LLC                   |   |

This authorization will increase the existing lump sum item No. 506, the monthly costs for liquid asphalt binder which is a component of hot mix asphalt. This item allows for an adjustment of the Contractor's asphalt bid price. At the bid opening, the binder price was \$330.00 and through the life of the contract the price ranged from \$396.67 to a high of \$561.67. The cost applies to over 22,000 tons of asphalt.

**MBE/WBE PARTICIPATION:**

The Contractor will comply Article 5, Subtitle 28 of Baltimore City Code and the MBE and WBE goals assigned to this contract.

**MBE:** 26%

**WBE:** 9%

**THE EAR WAS APPROVED BY MWBOO ON MARCH 3, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

# AGENDA

## BOARD OF ESTIMATES

5/6/2020

### EXTRA WORK ORDERS

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

Contractor

Department of Public Works/Office  
of Engineering and Construction

2. EWO #008, \$0.00 WC 1173R, Guilford Finished Water Reservoir Improvements

\$54,444,777.00	\$453,229.05	Allan Myers, MD, Inc.	302 Days	93%
-----------------	--------------	--------------------------	-------------	-----

The Department requests the Board approve this time extension of 302 non-compensable calendar days. Out of the 302 calendar days, 184 days are for duration of Pipe Caissons, and 63 days for weather delays in the months of January, February, and March 2019. Another 38 days are for weather delays in the months of April, May, June, and July 2019 and 17 days for Caisson Load Test. Based on the schedule of record, it is verified that the weather days submitted did have an impact on the longest path. The longest path at the time was the restoration activities and earthwork activities. These activities could not progress during the noted weather days since the dirt would not pass the proctor compaction test due to its high moisture content which made it unusable.

This time extension was reviewed by the Project Control Office on September 10, 2019 for January through March and April through July. The 184 days' time extension request for pipe piles was reviewed by the Project Control Office report on February 27, 2020. The 17 days extension for caisson load test was reviewed and modified by the Office of Engineering and Construction on January 20, 2020. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**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 - cont'd  
of Engineering and Construction

**MBE/WBE PARTICIPATION:**

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

**THE EAR WAS APPROVED BY MWBOO ON DECEMBER 18, 2019.**

**APPROVED FOR FUNDS BY FINANCE**



## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Health Department - Agreements

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

1. **MORGAN STATE UNIVERSITY** \$ 0.00

Morgan State University offers academic coursework and curriculum, in a wide variety of disciplines, which may be enhanced by internship, practicum and/or clinical experience. The Department will provide internship, practicum and/or clinical experience at the Office of Chronic Disease Prevention, located at 7 E. Redwood Street. The practical experience will enable the enrolled students to develop public health competencies while contributing to projects that meet the Department's objectives. The period of the agreement is August 1, 2020 through November 25, 2025.

#### NURSE MONITOR AGREEMENT

The Maryland Department of Health (MDH) is designated as the single State agency to administer all aspects of the Community First Choice and Community Personal Assistance Services, formerly known as the Maryland Medical Assistance Personal Care Program. The Health Department has an agreement with the MDH to participate in the program as the case monitoring agency and to contract with Nurse Monitors who will supervise the provision of personal care services to eligible recipients.

<u>Nurse Monitor Name</u>	<u>Rate of Pay</u>	<u>Amount</u>
2. <b>SOLID ROCK HEALTH EDUCATORS, INC</b>	\$50.00/hour	<b>\$500,000.00</b>
Accounts: 6000-607821-3110-306800-603018		\$250,000.00
6000-607822-3110-306800-603018		\$250,000.00

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Health Department - cont'd

The Nurse Monitors will exercise independent professional judgment and carry professional liability insurance. Each Nurse Monitor will be an independent contractor and not an employee of the City.

The maximum number of cases per individual case monitor at any time is 100, unless a waiver is received. The period of the Nurse Monitoring Agreement is July 1, 2020 through June 30, 2022.

**MWBOO GRANTED A WAIVER ON MARCH 16, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Health Department - Collaboration Agreement

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

The Board is requested to approve and authorize execution of the Collaboration Agreement with United Way of Central Maryland (UWCM). The period of the agreement is from the date of approval by the Board through June 30, 2021.

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

\$15,130.44 - 7000-713920-3044-267900-603051

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

The Baltimore City Health Department's (BCHD), Division of Aging and CARE Services serves as the Local Area Agency on Aging and serves as Maryland Access Point (MAP). MAP is an Aging and Disability Resource Center. It provides older adults aged 60 and over and persons with disabilities 18 and older with access to services designed to enable them to live independently in the community. BCHD collects information on the persons participating in the MAP program.

The UWCM's 2-1-1-Maryland United Way Helpline (UW2-1-1) is a telephonic service, providing callers with information and referral to health and human services 24 hours a day, 7 days a week. UWCM collects information on the person participating in UW2-1-1.

The BCHD and UWCM are creating an "aging services HUB." The purpose of the HUB is to integrate information collected from callers of the MAP program and callers of UW2-1-1 into a shared database in UWCM's UW2-1-1 data collection system. Such integration will allow the parties to efficiently provide referral of services for older adults seeking services in Baltimore City, to improve service and administrative capacity, and to reduce duplication of effort between the two agencies.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Health Department - cont'd

Under the terms of the Agreement, funds will be utilized to provide the necessary personnel and technology for the integration and maintenance of the UW2-1-1 system with MAP for the HUB.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Health Department - Revised Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the revised Notice of Award (NoA) for the project titled, "Understanding the Epidemiology of Syphilis in the United States."

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On July 31, 2019, The Board approved the original NoA in the amount of \$500,000.00 for the period of May 1, 2019 through April 30, 2020.

On January 29, 2020, the Department received the first revised NoA which approved the change of Authorizing Official Representative from Leana S. Wen to Letitia Dzirasa.

On February 19, 2020, the Department received the second revised NoA which approved a 12 month No-Cost Extension of the grant period through April 30, 2021, and also approves carryover of unobligated funds in the amount of \$463,947.00 from budget period Year 02 to budget period Year 03.

All other terms and conditions issued with the original NoA remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

The NoA is late because of the delay in receiving the required documentation.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

TRANSFERS OF FUNDS

\* \* \* \* \*

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

68

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

5/6/2020

## TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$1,297,000.00	9950-909200-9504	
State Constr.	Constr. Res. -	
Rev. Future	Constr. Res. -	
FY'20 Series	Alleys	
303,500.00	9950-909200-9504	
<u>Others</u>	Constr. Res. -	
	Alleys	
<b>\$1,600,500.00</b>		
\$1,320,400.00	-----	9950-902505-9504-6
		Structure &
		Improvements
264,080.00	-----	9950-902505-9504-5
		Inspection
<u>16,020.00</u>	-----	9950-902505-9504-2
		Contingencies
		Reconstruction
		Alleys TR 20005
<b>\$1,600,500.00</b>		

This transfer will fund the costs associated with award of project TR 20005, Reconstruction of Alleys Citywide.

## Department of Recreation and Parks

2. \$15,000.00	9938-906118-9475	
3 <sup>rd</sup> Parks &	Park Rehabilitation	
Public Facilities	Program (Reserve)	
45,000.00	9938-906118-9475	
State (Program	Park Rehabilitation	
Open Space)		
<u>\$60,000.00</u>	-----	9938-908118-9474
		Park Rehabilitation
		Program (Active)

This transfer will provide funds to cover the cost associated with fence installation at Burdick Park.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Department of General Services - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 4 to Sanders Design under Project 1803, SE Community Action Center Roof & HVAC Replacement. The Task Assignment is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$126,640.17 - 9916-904357-9197-900000-703032

**BACKGROUND/EXPLANATION:**

Under this task, Sanders Design will provide design services bid analysis and post award services for the design of a roof replacement and HVAC renovations at the Southeast Community Action Center.

**MBE/WBE PARTICIPATION:**

Sanders Design has committed the following firms on this task:

<b>MBE:</b> MK Consulting Eng.	\$ 7,119.00	5.62%
Min Engineering, Inc.	<u>63,039.22</u>	<u>49.78%</u>
	<b>\$70,156.22</b>	<b>55.40%</b>

<b>WBE:</b> Carroll Engineering	\$ 2,415.50	1.91%
---------------------------------	-------------	-------

**THE EAR WAS APPROVED BY MWBOO ON MARCH 4, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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



**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

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

Bureau of Procurement

1. SCD INFORMATION

TECHNOLOGY, LLC	\$	0.00	Renewal
Solicitation No. B50004854 - Copper Cable Installation, Maintenance and Repair Services - Mayor's Office of Information and Technology and others - P.O. No.: P539216			

On April 12, 2017, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period April 25, 2020 through April 24, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 12, 2016, MWBOO set goals of 15% MBE and 5% WBE. On April 18, 2020, SCD Information Technology, LLC was found in non-compliance but making good faith efforts to meet the goals.

<b>MBE:</b> Crawford Technical Services, Inc.	15%	\$1,000.00	1.41%
A Connection, Inc.	0%	\$2,550.00	3.60%**
Total	<b>15%</b>	<b>\$1,000.00</b>	<b>1.41%</b>
<b>WBE:</b> McEnroe Voice & Data Corp.	<b>5%</b>	<b>\$ 0</b>	<b>(0.00%)</b>

\*\*SCD Information Technology, Inc. utilized A-Connection, Inc. for MBE participation, however, the addition of A-Connection was not pre-approved by MWBOO.

SCD Information Technology, Inc. submitted an explanation for the failure to comply with the MBE and WBE goals for the

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

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

Bureau of Procurement - cont'd

contract. On April 9, 2020, MWBOO held separate teleconferences with representatives from SCD, Crawford Technologies and McEnroe Voice and Data. Based on the teleconferences and the letter submitted by SCD which was substantiated by MWBOO, it was determined the Vendor has made an effort to comply and will work with the subcontractors to meet the goals if awarded additional work in the future.

**MWBOO FOUND VENDOR IN COMPLIANCE WITH AN APPROVED PLAN ON APRIL 18, 2020.**

- |  |               |          |
|--|---------------|----------|
| 2. ATLANTIC TACTICAL,<br>INC.  | \$ 310,000.00 | Increase |
| Contract No. B50003559 - Police Duty Gear - Police Department<br>- P.O. No.: P528036 |               |          |

On July 16, 2014, the Board approved the initial award in the amount of \$111,366.00. The award contained two renewal options. Subsequent actions have been approved. This increase in the amount of \$310,000.00 is necessary to fund equipment purchases for the duration of the contract. This increase will make the award \$771,366.00. The contract expires on July 15, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On May 27, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a procurement of commodities only.

**MWBOO GRANTED A WAIVER ON MAY 27, 2014.**

- |  |               |          |
|--|---------------|----------|
| 3. ALAN TYE &<br>ASSOCIATES, LLC   | \$ 150,000.00 | Increase |
| Contract No. B50005495 - Parts Service and Maintenance for In-Ground and Above-Ground Lifts - Department of General Services, Fleet Management - P.O. No.: P545182 |               |          |

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

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

Bureau of Procurement - cont'd

On September 12, 2018, the Board approved the initial award in the amount of \$200,000.00. This increase in the amount of \$150,000.00 is necessary in order to continue to source parts and service for in-ground and above-ground lifts repairs for the Department of General Services, Fleet Division. This increase in the amount of \$150,000.00 will make the award amount \$350,000.00. The contract expires on September 9, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 19, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANATED A WAIVER ON DECEMBER 19, 2017.**

- |                  |                      |
|------------------|----------------------|
| 4. H&E EQUIPMENT | Non-competitive/     |
| SERVICES,        | Procurement/Selected |
| INC.             | Source               |
| \$ 27,378.25     |                      |
- Contract No. 06000 - O.E.M. Parts and Service for Doosan Heavy Equipment - Department of General Services - Fleet Management - Req. No.: R849159

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

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

The contract expired and a new solicitation was placed out for bid. No bids was received. The Board is requested to approve payment of invoices for services rendered outside the contract in order to have equipment maintained. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

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

Bureau of Procurement - cont'd

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. The initial award was below MBE/WBE subcontracting threshold.

- |  |                                       |
|--|---------------------------------------|
| 5. REXEL,  | Non-competitive/                      |
| INC.   | \$ 100,000.00 Procurement/Sole Source |
| Contract No. 08000 - Rockwell Automation O.E.M. Parts and Repair - Department of Public Works, Water Treatment - Req. No.: R849098 |                                       |

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 plants. The period of the award is April 15, 2020 through April 14, 2022, with three 1-year renewal options. The above amount is the City's estimated requirement.

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

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

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

Bureau of Procurement - cont'd

**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. BECKER ARENA   |              | Cooperative |
| PRODUCTS, INC.  | \$ 35,693.75 | Contract    |
| NJPA Contract #030117-BAP Mt. Pleasant Ice Rink Rubber Flooring<br>- Recreation and Parks, Park HQ, - Req. No.: R827837 |              |             |

This product is available through the Sourcewell Cooperative Purchasing Program at discounted pricing to Becker Arena Products, Inc. under Vendor contract NJPA Contract #030117-BAP. Becker Arena Products, Inc. provides various materials and equipment used in ice rinks. Examples of equipment and materials are dasher boards, rubber flooring, safety netting around the rink, skate storage racks, skates, goals, benches, etc. The City's rinks are the Mimi DiPietro Ice Rink and the Mt. Pleasant Ice Rink. The purpose of this award will be to install rubber flooring in the Mt. Pleasant Ice Rink. Purchasing on the contract provides superior value proposition including an extended warranty on work performed. This is a one-time procurement.

**MBE/WBE PARTICIPATION**

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

- |   |                |         |
|---|----------------|---------|
| 7. LORENZ LAWN AND  |                |         |
| LANDSCAPE INC.  | \$3,500,000.00 | Renewal |
| Solicitation No. B50004841 - Mowing of the Grass in the Medians<br>- Department of Transportation - Req. No.: P539242 |                |         |

On April 12, 2017, the Board approved the initial award in the

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

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

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

Bureau of Procurement - cont'd

amount of \$7,608,960.00. The award contained two 1-year renewal options. This first renewal in the amount of \$3,500,000.00 is for the period April 21, 2020 through April 20, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 20, 2016, MWBOO set goals of 27% MBE and 9% WBE. On March 18, 2020, Lorenz Lawn and Landscape Inc. was found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> 4 Evergreen Lawncare, LLC	27%	\$2,176,925.36	28.6%
<b>WBE:</b> Fouts Lawn	9%	\$ 795,589.86	10.4%

**MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 18, 2020.**

8. LORENZ LAWN AND

LANDSCAPE INC. d/b/a

LORENZ, INC.	\$1,200,000.00	Renewal
--------------	----------------	---------

Contract No. B50004509 - Supply and Deliver Spring and Fall Tree Planting and Maintenance - Department of Recreation and Parks - P.O. No.: P535434

On May 4, 2016, the Board approved the initial award in the amount of \$275,810.00. The award contained four renewal options. Subsequent actions have been approved. This final renewal in the amount of \$1,200,000.00 is for the period May 4, 2020 through May 3, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 15, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

77 - 83

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

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

**AGENDA****BOARD OF ESTIMATES****5/6/2020****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Office  
of Engineering and Construction

- |    |  |   |                |
|----|--|---|----------------|
| 1. | TR 20010, Resurfacing<br>Highways at Various<br>Locations - N.E.<br>Sector I | Manuel Luis<br>Construction Co.,<br>LLC | \$1,962,765.04 |
|----|--|---|----------------|

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	Manuel Luis Construction Co., Inc.*	\$871,171.00	44.38%
<b>WBE:</b>	Barbie's Recycling & Hauling, Inc.	\$100,200.00	5.11%
	3D's Hauling & Construction, LLC**	65,950.00	3.36%
	J&M Sweeping, LLC	30,360.00	1.55%
		<u>\$196,510.00</u>	<u>10.01%</u>

\*Indicates Self-Performance

\*\* Statement of Intent Form could not be verified.

**MWBOO FOUND THE VENDOR IN COMPLIANCE ON MARCH 2, 2020.**

**A PROTEST WAS RECEIVED FROM E&R SERVICES, INC.**

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
2. \$2,257,179.79	9950-903846-9515	
State Constr.	Constr. Res. -	
Rev. Future FY'20	Resurfacing	
Series	Northeast	



**AGENDA****BOARD OF ESTIMATES****5/6/2020****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Office - cont'd  
of Engineering and Construction

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,962,765.04	-----	9950-904280-9514-6 Structure & Improvements
196,276.50	-----	9950-904280-9514-5 Inspection
<u>98,138.25</u>	-----	9950-904280-9514-2 Contingencies Resurfacing Hwys. N.E. Section I
<b>\$2,257,179.79</b>		

The transfer will fund the costs associated with award of Project TR 20010, Resurfacing Highways at Various Locations - N.E. Sector I.

3. TR 19006R, Urgent Need Citywide Contract - JOC	P. Flanigan & Sons, Inc.	\$2,609,618.00
---	-----------------------------	----------------

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> Priority Construction Corporation	\$548,400.00	21.01%
--	--------------	--------

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Office - cont'd  
of Engineering and Construction

<b>WBE:</b> River Transport, Inc.	\$160,000.00	6.1%
B&J Sweeping & Sons, Inc.	25,000.00	1.0%
Fallsway Construction Co., LLC	<u>24,000.00</u>	<u>0.9%</u>
	<b>\$209,000.00</b>	<b>8.01%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE ON FEBRUARY 13, 2020.**

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4. \$1,736,285.53	9950-956002-9515	
State Constr.	Constr. Res.	
Rev. FY'18	Resurfacing JOC	
Series	- Urgent Needs	
 110,000.00	9950-956002-9515	
<u>GF (HUR)</u>	Resurfacing JOC -	
	Urgent Needs	
 <b>\$1,846,285.53</b>		
 \$1,564,618.00	-----	9950-903492-9514-6
		Structure &
		Improvements
 260,961.80	-----	9950-903492-9514-5
		Inspection

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Office - cont'd  
of Engineering and Construction

<u>20,705.73</u>	-----	9950-903492-9514-2
		Contingencies
		Resurfacing JOC
		Urgent

**\$1,846,285.53**

This transfer will partially fund the costs associated with award of TR 19006R, Urgent Need Citywide Contract - JOC.

- |                   |                        |              |
|-------------------|------------------------|--------------|
| 5. TR 20002,      | J. Villa Construction, | \$876,245.90 |
| Reconstruction of | Inc.                   |              |
| Footways Citywide |                        |              |

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> J. Villa Construction,	\$438,122.00	50.00%
Inc.*		

<b>WBE:</b> Rowen Concrete, Inc.	\$114,500.00	13.07%
----------------------------------	--------------	--------

\*Indicates Self-Performance

**MWBOO FOUND VENDOR IN COMPLIANCE ON FEBRUARY 24, 2020.**

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
6. \$ 856,182.38	9950-904100-9504	
State Constr.	Constr. Res. -	
Rev. Future	Footway Paving	
FY'20 Series		

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Office - cont'd  
of Engineering and Construction

189,125.00	9950-904100-9504
<u>Others</u>	Footway Paving
<b>\$1,045,307.38</b>	
\$ 876,245.90	----- 9950-909502-9504-6
	Structure &
	Improvements
150,249.18	----- 9950-909502-9504-5
	Inspection
18,812.30	----- 9950-909502-9504-2
<u><b>\$1,045,307.38</b></u>	Contingencies
	Reconstr. Footways
	TR 20002

This transfer will fund the costs associated with award TR 20002, Reconstruction of Footways Citywide.

7. TR 200001, J. Villa Construction, \$905,000.00  
Reconstruction of Inc.  
Footways Citywide

**MBE/WBE PARTICIPATION:**

**MBE:** J. Villa Construction \$452,500.00 50.00%  
Inc.\*

**WBE:** Rowen Concrete, Inc. \$119,020.00 13.14%

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Office - cont'd  
of Engineering and Construction

\*Indicates Self-Performance

**MWBOO FOUND VENDOR IN COMPLIANCE ON FEBRUARY 24, 2020.**

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
8. \$ 903,843.75	9950-904100-9504	
State Constr.	Constr. Res. -	
Rev. Future	Footway Paving	
FY'20 Series		
177,406.25	9950-904100-9504	
<u>Other</u>	<u>Footway Paving</u>	
<b>\$1,081,250.00</b>		
\$ 905,000.00	-----	9950-901501-9504-6
		Structure &
		Improvements
156,000.00	-----	9950-901501-9504-5
		Inspection
20,250.00	-----	9950-901501-9504-2
<u>\$1,081,250.00</u>		Contingencies
		Reconstr. Footways
		TR 20001

This transfer will fund the costs associated with award of project TR 20001, Reconstruction of Footways Citywide.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of General Services

9.	GS 19801, Police HQ & Annex Elevator and Modernization	Nichols Contracting, Inc.	<b>\$3,026,995.00</b>
----	--	------------------------------	-----------------------

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 13% FOR MBE AND GOALS OF 3% FOR WBE.**

<b>MBE:</b>	Horton Mechanical Contractors	\$137,000.00	4.53%
	Omni Elevator Co., Inc.	<u>\$257,000.00</u>	<u>8.49%</u>
	<b>Total</b>	<b>\$394,000.00</b>	<b>13.02%</b>

<b>WBE:</b>	Absolute Solution and Associates	<b>\$ 90,875.00</b>	<b>3.00%</b>
-------------	-------------------------------------	---------------------	--------------

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**A PROTEST WAS RECEIVED ON JANUARY 21, 2020 AND FEBRUARY 28, 2020 FROM MICHAEL J. COHEN ON BEHALF OF W.M. SCHLOSSER COMPANY, INC.**

**A PROTEST WAS RECEIVED ON FEBRUARY 18, 2020 FROM LETKE SECURITY CONTRACTORS, INC.**

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Department of Communication Services - Personnel Matters

The Board is requested to approve all of the Personnel matters below:

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>DEMITRIUS CARROLL</b>	\$34.61	<b>\$75,449.00</b>
2. <b>TYRONE L HOBBS</b>	\$34.61	<b>\$75,449.00</b>

Account: 2039-000000-1330-158400-601009

Messrs. Carroll and Hobbs will each work as Contract Services Specialist II's. Their duties will include but are not limited to providing City-wide information technology services to include maintenance and day-to-day technical support of existing voice systems including VoIP, Centrex, key system equipment and peripherals, performing enterprise maintenance and installation support of inside cable plant and related telecommunications cabling and wiring infrastructure; ensuring accuracy of cable records, station equipment and other related documentation required to maintain accurate inventories. They will assess end user connectivity requirements on cabling and fiber terminations, support the Agency IT Specialist II in major moves; add and change Mitel VoIP equipment across the enterprise network, coordinate and manage all large and complex telecommunications moves, adds and changes on the Mitel and Norstar key system; configure IP, SIP, and analog and digital end points; and provide support in troubleshooting network and telco problems. The period of the agreement is effective May 15, 2020 through May 14, 2021.

**THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

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

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

The Board is requested to approve and authorize execution of a Partial Release of Retainage to Spiniello Companies, for Water Contract No. 1385-Urgent Need Water Infrastructure Rehabilitation.

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

\$204,155.00 - 9960-911985-9557-000000-200001

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

Spiniello Companies as of November 5, 2019, has completed 80% of all work for WC 1385-Urgent Need Water Infrastructure Rehabilitation. The Contractor has requested a Partial Release of Retainage for \$204,155.00. The City is holding \$291,650.00 in retainage for the referenced project and the contractor is requesting to reduce the amount of retainage to \$87,495.00.

**MWBOO APPROVED THE RELEASE OF RETAINAGE ON MARCH 20, 2020.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

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. 020 to Rummel, Klepper & Kahl, LLP under Project 1504 (WC 1288), On-Call Construction Management Assistance. The Task Assignment is approximately 10 months.

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

\$219,476.85 - 9960-905721-9557-900020-705032

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

The Department is requesting the Board's approval for Task 020 under Project 1504 (WC 1288), On-Call Construction Management Assistance. The Consultant will provide project engineering services; preparation of contract drawings specifications, and cost estimates for redesign of WC 1288, Small Main Replacement and Rehabilitation in Beechfield, Yale Heights Neighborhoods and Vicinity.

#### **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 MARCH 3, 2020.**

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

**AGENDA****BOARD OF ESTIMATES****5/6/2020**

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
\$1,705,046.76	9960-904173-9558	9960-905721-9557-5
Revenue Bond	WM Beechfield/Yale	Inspection
	Heights	

This transfer will fund the costs associated with Task No. 020 on Project 1504 (WC 1288), On-Call 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**

**5/6/2020**

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 WSP USA under Project 1236P (ER 4124), On-Call Storm Water Study and Engineering Design Services.

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

(\$9,986.48) - 9958-9090413-9525-900020-703032

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

The Department is requesting a credit in the amount of (\$9,986.48) from the Consultant on Task 001 as it has expired. The funds will be used to write a new task for ER 4124, which includes design for Maiden's Choice Tributary and Dead Run Stream Restoration Project within Baltimore City for the potential to meet or exceed the required Municipal Separate Storm Sewer (MS4) goal and prepare biddable documents for each of the projects. This project is listed in the Watershed Implementation Plan for the renewal of the National Pollutant Discharge Elimination System (NDPES) MS4 Permit to the City of Baltimore. These projects have deadlines and there are stipulated penalties associated with it.

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

**THE EAR WAS APPROVED BY MWBOO ON APRIL 29, 2020.**

## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

#### Space Utilization Committee - Lease Agreement

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

The Board is requested to approve and authorize execution of a Lease Agreement with the University of Maryland Baltimore County (UMBC) Tenant, for the rental of a portion of the property known as 3301 Waterview Avenue, for use of 12% of space in the lower level, containing 36 seats and rowing related equipment. The period of the lease agreement is November 16, 2019 through November 15, 2020.

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

\$1,800.00 - Annual rent

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

The Leased Premises is used 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 Landlord. 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 Leased Premises for the purpose of loading and unloading of boats, with prior approval. The Tenant must move or use a boat at least two times during the year, the boat will be put out of building into the Pen area if not moved. The Tenant must use a daily log for the boats. They must notify the Facility Manager of practices and special events at least six months in advance. The Facility Manager will conduct meetings with Tenant on a quarterly basis. If a boat is removed and/or replaced with another boat, Tenant must notify the Facility Manager. The Tenant is responsible for Liability Insurance.

**AGENDA**

**BOARD OF ESTIMATES**

**5/6/2020**

Space Utilization Committee - cont'd

The Space Utilization Committee approved the Lease on March 24, 2020.

This lease 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

5/6/2020

#### Mayor's Office of Immigrant Affairs - Governmental/Charitable Solicitation

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

The Board is requested to endorse a Governmental/Charitable Solicitation Application to be approved by the Board of Ethics for the Mayor's Office of Immigrant Affairs (MIMA) to promote contributions to Baltimore's Immigrant Community Fund. Public servants soliciting contributions include: Bernard C. "Jack" Young, Catalina Rodriguez Lima, and Katie Miller. The Baltimore Civic Fund will be the entity responsible for processing the individual contributions.

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

No general funds are involved in this transaction.

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

The Mayor's Office of Immigrant Affairs (MIMA) wishes to promote and encourage financial support to Baltimore Immigrant Community Fund through the Baltimore Civic Foundation. The fund seeks to address the urgent need of immigrant families in the City of Baltimore excluded by the Federal CARES Act.

The vision of the fund is to build cohesive, safe, and welcoming communities where New Americans feel valued and reacted with dignity. In light of COVID-19, the initiative will serve as a catalyst for funding to respond to the urgent needs of immigrant families who cannot work or access unemployment benefits, and/or federal stimulus assistance.

If approved, MIMA will promote the fund with individuals and foundations in the Baltimore region and not targeted donors.

Baltimore City Code, Article 8, §6-26 prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed

## **AGENDA**

### **BOARD OF ESTIMATES**

**5/6/2020**

#### Mayor's Office of Immigrant Affairs - cont'd

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.

## AGENDA

### BOARD OF ESTIMATES

5/6/2020

#### Department of Audits - Audit Reports

The Board is requested to **NOTE** receipt of the following Audit Reports.

1. Comprehensive Annual Financial Report (CAFR) City of Baltimore, Maryland for the Year ended June 30, 2019.
2. City of Baltimore, Maryland Single Audit Together with Reports of Independent Public Accountants for the Year ended June 30, 2019.



## AGENDA

### BOARD OF ESTIMATES

5/6/2020

Department of Transportation - 2<sup>nd</sup> Amended and Restated  
Right-of-Entry Agreement

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

The Board is requested to approve and authorize execution of the Second Amended and Restated Right-of-Entry Agreement with the Housing Authority of Baltimore City, to use a portion of their property located at 1314 E. Fayette Street.

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

This Right-of-Entry is being granted at no cost to the City.

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

The City is desiring to use a portion of the vacant Somerset Homes property, addressed as 1314 E. Fayette Street for staging and storing of construction material as part of the Department of Transportation Project No. TR-12317, also known as the Central Avenue Bridge and accompanying Streetscape Project.

Inadvertently, both the original Right-of-Entry, approved on July 1, 2019 and the 1<sup>st</sup> Amendment approved on November 19, 2019 were not presented to the Board. The 2<sup>nd</sup> Amended and Restated Agreement extends the term and clarifies the responsibilities of both parties.

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

N/A

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED