



Nick J. Mosby, *President*  
Baltimore City Council

100 N. Holliday Street, Room 400 • Baltimore, Maryland 21202  
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## **MEMORANDUM**

**To: Honorable Brandon M. Scott, Honorable Bill Henry,  
Mr. James Shea, Mr. Jason Mitchell**

**From: Council President Nick J. Mosby**

**Date: August 2, 2021**

**Re: Board of Estimates Agenda Items for August 4, 2021 at 9:00am**

The items on the Board of Estimates Agenda for August 4, 2021 are to be assigned as follows:

### **ROUTINE AGENDA ITEMS: (To be acted upon collectively)**

- P 1-2 BOARDS AND COMMISSIONS
- P 3 Office of the Labor Commissioner – Memorandum of Understanding
- P 4 Department of Housing and Community Development – Acquisition by Gift
- P 5-6 Department of Housing and Community Development (DHCD) - Land Disposition Agreement
- P 7-8 OPTIONS/CONDEMNATIONS/QUICK-TAKES
- P 9-10 Department of General Services – First Amendment to Agreement
- P 11 Department of Recreation and Parks – Agreement to Remove and Store Monument
- P 12 Department of Transportation – Developer’s Agreement No.1775
- P 13 Baltimore Police Department – Grant Award
- P 14 Baltimore City Office of Information and Technology (BCIT) – Memorandum of Understanding
- P 15 Baltimore City Office of Information and Technology – Professional Services Agreement
- P 16-19 Health Department – Agreements and Ratification of Agreements
- P 20 Health Department – Notice of Award
- P 21 Health Department – Ratification of Expenditure of Funds
- P 22 Health Department – Ratification of Expenditure of Funds
- P 23 Department of Public Works/Office of Engineering and Construction – Amendment No. 2 to Agreement
- P 24 Department of Public Works/Office of Engineering and Construction – Amendment No. 3 to Agreement
- P 25 Department of Public Works (DPW) – Ratification of Amendment to Grant Agreement
- P 26 Mayor’s Office of Children and Family Success – Correction to Agreement
- P 27 Mayor’s Office of Homeless Services – Provider Agreements
- P 28-29 TRANSFERS OF FUNDS
- P 30 Baltimore City Fire Department (BCFD) – Ratification to Award Letter and Agreement
- P 31-39 INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS
- P 40-46 RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS
- P 48 Closing

**NON-ROUTINE AGENDA ITEMS: (To be acted upon individually)**

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS			
P 41-42	1. B50006139, Armed Security Guards	Metropolitan Protective Services, Inc.	\$3,500,000.00
P 47-48	Department of Audits – Response to the Biennial Performance Audit of the Baltimore Police Department for Fiscal Years Ended June 30, 2019 and June 30, 2018		

## **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 website and the Secretary to the Board's website.

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

**NOTICES** - cont'd:

**1. SPECIAL NOTICE FOR AUGUST 4, 2021, 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: 179 478 0446.) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:**

**<https://www.charmtvbaltimore.com/live-stream>**

**2. 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: 0842939) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:**

**<https://www.charmtvbaltimore.com/live-stream>**

**3. EFFECTIVE MARCH 9, 2021, THE BOARD SUBMISSION DEADLINE IS WEEKLY ON TUESDAY AT 11:00 A.M.**

**BOARD OF ESTIMATES' RECESS**

**4. THE BOARD OF ESTIMATES IS SCHEDULED TO BE IN RECESS AT 9:00 A.M. AND 12:00 NOON ON AUGUST 18, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON AUGUST 18, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON AUGUST 25, 2021.**

**5. THE DEADLINE FOR THE AUGUST 25, 2021 BOARD OF ESTIMATES AGENDA IS TUESDAY, AUGUST 10, 2021, AT 11:00 A.M.**

## **BOARD OF ESTIMATES' AGENDA – AUGUST 4, 2021**

### **BOARDS AND COMMISSIONS**

#### 1. Prequalification of Contractors

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

Access Rigging, LLC	\$ 1,500,000.00
Clopton Concrete and Construction Inc. d/b/a Ridgewood Redi-Mix Concrete Company, Inc.	\$ 1,500,000.00
Mona Electric Group, Inc.	\$201,980,000.00
National Bridge, LLC	\$ 860,000.00
Preload LLC	\$ 73,280,000.00
Roofing and Sustainable Systems, Inc. d/b/a RSSI Roofing Company	\$ 8,000,000.00
SAK Construction, LLC	\$591,950,000.00

#### 2. Prequalification of Architects and Engineers

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

A. Morton Thomas and Associates, Inc.	Landscape Architect Engineer Land Survey
Baker Engineering Services, Inc.	Engineer
Bryant Associates, Inc.	Engineer Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

**BOARDS AND COMMISSIONS** – cont'd

Mincin Patel Milano, Inc.	Engineer
Morabito Consultants, Inc.	Engineer
Schrader Group Architecture, LLC	Architect Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Office of the Labor Commissioner – Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the Memorandum of Understanding for FY 2022-2023 with the Managerial and Professional Society of Baltimore, Inc. (MAPS.)

**AMOUNT OF MONEY AND SOURCE:**

The budget provides for a 2% across the board wage increase for each fiscal year.

**BACKGROUND AND EXPLANATION:**

In accordance with the Municipal Labor Relations Ordinance (MERO), the meet and confer process has been concluded with MAPS for Fiscal Years 2022-2023. The results of the meet and confer process have been reduced to writing in the form of the attached MOU.

**MBE/WBE PARTICIPATION:**

N/A

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



**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Department of Housing and – Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the leasehold interest in 2036 Hollins Street (Block 0206, Lot 019) as a gift from Wells Fargo Bank N.A.

**AMOUNT OF MONEY AND SOURCE:**

Wells Fargo Bank N.A., agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended.

**BACKGROUND AND EXPLANATION**

The DHCD’s Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Wells Fargo Bank N.A., has offered to donate to the City, title to the property at 2036 Hollins Street. With the Board’s approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a Deed. A list of open municipal liens accrued through July 12, 2021, other than water bills is as follows:

Real Property	2020-2021	<u>\$250.12</u>
Total Taxes Owed		<b>\$250.12</b>

**MBE/ WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Department of Housing and  
Community Development (DHCD)

- Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of the City-owned vacant lot located at 4448 Saint Georges Avenue (Block 5200, Lot 082) to Gordon Realty Company, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 – Purchase Price

**BACKGROUND/EXPLANATION:**

The City will convey all of its rights, title and interest in 4448 Saint Georges Avenue to the Developer for \$10,000.00, which will be paid to the City of Baltimore at the time of settlement. The purchase and improvements to the site will be financed through private sources.

The Developer wishes to purchase the vacant lot located at 4448 Saint Georges Avenue to construct a single-family dwelling to sell to a homeowner that will use it as their primary residence.

The authority to sell the lot located at 4448 Saint Georges Avenue comes by virtue of Article II, Section 15 of the Baltimore City Charter and Article 28, Subtitle 8 of the Baltimore City Code. The property was journalized on December 22, 2010.

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

Pursuant to the Appraisal Policy of Baltimore City, a Waiver Valuation determined the property located at 4448 Saint Georges Avenue to be valued at \$10,000.00 and it will be sold for \$10,000.00. The property is being sold for the price determined by the Waiver Valuation process for the following reasons:

## AGENDA

### BOARD OF ESTIMATES

8/4/2021

#### DHCD – cont'd

- the sale will serve a specific benefit to the immediate community,
- the sale will help to eliminate blight from the neighborhood, and
- the sale will return the property to the City's tax rolls.

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

**OPTIONS/CONDEMNATIONS/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) – Options</u>			
1. Carolyn Ann Schmitt Personal Representative of the Estate of Margaret Ellen Stillings	1704 Llewelyn Avenue	G/R \$36.00	\$ 330.00

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

2. Ground Rents, LLC	1425 N. Gay Street	G/R \$54.00	\$ 495.00
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Funds are available in account no. 9910-904177-9588-900000-704040, Acquisition and Relocation, Broadway East.

3. Fairway Woods, LLC	2105 Lafayette Avenue	G/R \$45.00	\$ 412.00
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Funds are available in account no. 9910-904177-9588-900000-704040, Acquisition and Relocation, Southern Horizons.

4. Ground Rents, LLC	1739 N. Chester Street	G/R \$42.00	\$ 385.00
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Funds are available in account no. 9910-904177-9588-900000-704040, Acquisition and Relocation, Southern Horizons.

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

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**BOARD OF ESTIMATES**

**8/4/2021**

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

DHCD - Redemption/Approval

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
5. Mary M. Thomas and Evelyn Mary Bowers	1718 Llewelyn Avenue	G/R \$42.00	\$ 70.00

Funds are available in account no. 9910-904177-9588-900000-704044, in the amount of \$70.00, Acquisition and Relocation, Misc. Acquisitions.

Funds are available in account no. 9910-905640-9588-900000-704044, in the amount of \$126.00, Acquisition and Relocation, Misc. Acquisitions.

6. Harry W. Lawrence	1421 N. Gay Street	G/R \$48.00	\$ 70.00
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Funds are available in account no. 9910-904177-9588-900000-704044, in the amount of \$70.00, Acquisition and Relocation, Misc. Acquisitions.

Funds are available in account no. 9910-904177-9588-900000-704044, in the amount of \$144.00, Acquisition and Relocation, Misc. Acquisitions.

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

## AGENDA

BOARD OF ESTIMATES

8/4/2021

Department of General Services – First Amendment to Agreement

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

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Johnson Controls, Inc., (JCI). The First Amendment changes the start date of the guarantee period from Final Completion to Substantial Completion. This First Amendment will revise the start of the guarantee period to September 1, 2020.

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

N/A - No additional funds are required as part of this request.

### **BACKGROUND/EXPLANATION:**

The JCI Phase II Agreement is an Energy Performance Contract that consists of construction and then a 15-year Monitoring and Verification Agreement, Maintenance and Service Agreement, and Savings Guarantee Agreement.

On February 14, 2018, the Board approved an Agreement with JCI. On June 21, 2018, Notice to Proceed with construction was approved and the project reached Substantial Completion on August 27, 2020. Due to some remaining punch list items, the project has not formalized Final Completion. At Final Completion, the agreement specifies the start of the Savings Guarantee Agreement for 15 years, which is the agreement that verifies that JCI has met their guarantee (“the guarantee period”).

This First Amendment would retro-actively set the start of the guarantee period to September 1, 2020, or the first full month after Substantial Completion. On this date, the Department staff approved the Vendor to begin the Maintenance and Services agreement, which included regular servicing of installed equipment. At this time, the Department staff also approved the Monitoring and Verification to proceed to align with the Maintenance and Services agreement. This conflicts with the contract, which specifies that the Monitoring and Verification agreement begins at Final Completion.

It is the opinion of the Department that the value of the Vendor’s guarantee is not affected by the difference between Substantial and Final Completion.

The Phase II agreement was preceded by the Phase I Energy Performance Contract, approved by the Board on January 20, 2016. The Phase I Contract included an Investment Grade Audit for the initial design and development of the Phase II project. Phase I ended upon award of Phase II.

## AGENDA

### BOARD OF ESTIMATES

8/4/2021

Department of General Services – cont'd

This item was delayed due to administrative error.

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

Johnson Controls, Inc. will continue to comply with the goals established for the contract.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

BOARD OF ESTIMATES

8/4/2021

Department of Recreation and Parks – Agreement to Remove and Store Monument

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

The Board is requested to approve and authorize execution of a Remove and Store Agreement with The Johns Hopkins University (JHU). The period of the agreement is effective upon Board approval and will remain in effect for one year, unless terminated and will be automatically renewed for additional one-year terms.

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

N/A - No City funds will be used in association with this agreement.

### **BACKGROUND/EXPLANATION:**

The City is the owner of The Johns Hopkins Monument and its accompanying pedestal which was created by Hans Schuler. The Monument is located on JHU's real property at the western end of Thirty-Third Street abutting JHU's Homewood Campus.

The City Charter requires the Department to protect all monuments belonging to the City. The Department wished to protect and preserve the Monument for its artistic and historical significance, but recognizes that its public display on City property may not best serve those ends.

The JHU is currently constructing a new Hopkins Student Center at its Homewood Campus, including the demolition of existing buildings, which could potentially impact or damage the Monument. The JHU would like to remove and store the Monument for a designate period at a private facility that would be able to provide for the sake-keeping of the Monument. In order to achieve this goal, the Department would like to enter into an Agreement with the JHU.

The City has not participated in funding any services contemplated in this Agreement. Entry by JHU to remove and store the Monument will not adversely affect the interests or operations of the City. The Parties agree that, in accordance with the terms of this Agreement, JHU will remove, transport, and store the Monument on property controlled by JHU.

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

N/A

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



## AGENDA

BOARD OF ESTIMATES

8/4/2021

Department of Transportation – Developer’s Agreement No.1775

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

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1775 (Agreement) with Waverly Arts, LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

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

\$12,489.75 – Performance Bond

### **BACKGROUND/EXPLANATION:**

Waverly Arts, LLC desires to construct various utilities including water, water meter and road improvements to its property located at 3100 Greenmount Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$12,489.75 has been issued to Waverly Arts, LLC, which assumes 100% of the financial responsibility.

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

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

(The Developer’s Agreement No. 1775 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Baltimore Police Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor’s Office of Crime Control and Prevention (GOCCP) for the “Gun Violence Reduction Grant, Award #GVRG-2022-0014. The period of the grant award is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 – 5000-504222-2021-804700-600000

**BACKGROUND/EXPLANATION:**

The Governor’s Office of Crime Control and Prevention awarded the Department grant funds in the amount of \$100,000.00 for the Gun Violence Reduction Grant (GVRG) Program. The GVRG Program assists in developing and implementing strategies specifically intended to reduce gun related crimes in the State of Maryland. The program registers and tracks convicted gun offenders and traces every gun recovered. This program will benefit the citizens of Baltimore City through a reduction in violent crime and illegal gun activity. This award funds positions for a Data Entry Operator and a Gun Trace Analyst within the Crime Laboratory Firearms Unit Department.

The grant award is late because of delays to the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Baltimore City Office of Information – Memorandum of Understanding and Technology (BCIT)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the Maryland Department of Information Technology, the Maryland Statewide Interoperability Radio Control Board, and the Baltimore City Fire Department, Police Department, and BCIT. The period of the agreement is effective upon Board approval through June 30, 2037.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The purpose of this MOU is for enabling basic interoperability use between the State of Maryland and a non-state public safety entity.

**MBE/WBE PARTICIPATION:**

N/A

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Baltimore City Office of Information – Professional Services Agreement  
and Technology

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Professional Services Agreement with Revel Solutions, LLC dba Revel Technology. The period of the agreement is effective upon Board approval and will terminate twelve (12) months thereafter.

**AMOUNT OF MONEY AND SOURCE:**

\$89,640.00 - 1001-000000-1474-165700-603018

**BACKGROUND/EXPLANATION:**

BCIT is requesting the Board approve a professional services agreement with Revel Solutions, LLC dba Revel Technology. The purpose of this contract is to engage the services of the Consultant to migrate the current Citrix site to the cloud service and extend into Microsoft Azure for the City.

**MBE/WBE PARTICIPATION:**

**MBE:** 6.75%

**WBE:**1.25%

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Health Department – Ratification of Agreements

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

RATIFICATION OF AGREEMENTS

- 1. **THE JOHNS HOPKINS UNIVERSITY (JHU) \$150,000.00**

Account: 4000-444321-3023-718000-603051

The JHU, Bartlett Specialty Practice Telehealth will provide services in the area of Integrated HIV – Ending the HIV Epidemic by administering HIV testing, prevention, and a treatment program to priority populations. The period of the agreement is August 1, 2020 through July 31, 2021.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON JUNE 3, 2021.**

- 2. **NEW OPPORTUNITIES FOR WOMEN, INC. \$ 72,000.00**  
**(NOW)**

Account: 4000-499021-3023-718000-603051

The NOW will provide services in the area of Integrated HIV Surveillance and Prevention Programs by administering HIV prevention, education, testing, and care linkage services to youth to develop sustainable relationships with at least two Baltimore City Schools and/or colleges. The schools and/or colleges will participate in a social media capacity-building session. The period of the agreement is January 1, 2021 through December 31, 2021.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON JULY 7, 2021.**

**MBE/WBE PARTICIPATION:**

The Minority and Women’s Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department grant programs, technical agreements, and community health services are obtained through the Federal

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Health Department – cont'd

Government and State of Maryland. Through this fiduciary alliance, the Department serves as a liaison and oversight agency to ensure funding is appropriated to the designated Citywide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and the MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State funded resources.

- 3. **RENAISSANCE ACADEMY HIGH SCHOOL PTSA, INC. (RENAISSANCE ACADEMY) \$ 25,000.00**

Account: 4000-483321-3160-780000-603051

The goal of the Department’s School-Based Violence Prevention Program is to prevent incidences of teen dating violence and other forms of youth violence by addressing shared-risk and protective factors among youth attending Baltimore City Public High Schools in high-risk urban communities.

The Renaissance Academy will coordinate a school-based violence prevention program, identify staff to be trained as implementers, work with the Department to implement the program components, and collect process and outcome data. The period of the agreement is effective upon Board approval through August 30, 2021.

The agreement is late because of administrative delays.

- 4. **BALTIMORE CITY DEPARTMENT OF RECREATION AND PARKS (BCRP) \$ 33,000.00**

Account: 4000-433521-3024-761400-603051

Under the terms of this Inter-Agency Agreement, the Department will provide funding to the BCRP for the coordination of senior center services. The services will be provided to adults, 60 years of age and older, who reside in the Cherry Hill and neighboring communities of Baltimore City with recreational programming two days per week under the mandates of the Older Americans Act funding. The services will be provided at the Middle Branch Rowing Facility located at 3301 Waterview Avenue in Baltimore City. The period of the inter-agency agreement is October 1, 2020 through September 30, 2021.

The Inter-Agency Agreement is late because of administrative delays.

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Health Department – cont'd

**5. COPPIN STATE UNIVERSITY (CSU) \$ 35,000.00**

Account: 4000-494421-3080-292300-603051

The CSU implemented a health education curriculum for adolescents 18 - 24 years of age under the Personal Responsibility Education Program. The goal of this program was to increase awareness of sexually transmitted infections (STIs), Sexually Transmitted Disease (STD), and unplanned pregnancy within this population. Another goal of the program was to decrease the potential for risk-taking behaviors often associated with the STIs, the STDs, and unplanned pregnancies. The CSU selected peer educators to implement goals associated with this project and provided educational settings on campus for students and parents. The period of the agreement was July 1, 2020 through June 30, 2021.

The agreement is late because revisions delayed its processing.

**6. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 13,584.00**

Account: 5000-522321-3030-271500-603051

The JHU, School of Medicine utilized the funds to provide the services of a Sexually Transmitted Infection Prevention (STIP) Coordinator. The STIP Coordinator provided technical assistance and consultation to state agencies, healthcare provider organizations, professional medical associations, insurers, and other stakeholders on federal and statewide health reform changes related to Sexually Transmitted Infections (STI). The STIP Coordinator also assisted in the coordination of STI clinical services by “safety net” providers statewide. The period of the agreement was July 1, 2020 through June 30, 2021.

The agreement is late because of administrative delays.

**7. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 30,000.00**

Account: 7000-714421-3080-288700-603051

The JHU, Bloomberg School of Public Health, Center for Communication Programs (CCP) has been the communications provider to the B'more for Healthy Babies initiative since 2009. The CCP assisted the Department's efforts in meeting

## AGENDA

**BOARD OF ESTIMATES**

**8/4/2021**

### Health Department – cont'd

its objective to increase the demand for WIC services in underserved neighborhoods and Citywide. The CCP conducted formative research with Baltimore's providers and families and developed a strategic communication plan intended to 1) increase provider knowledge of WIC and its role in encouraging enrollment and continued participation to support young children's nutrition, and 2) inform the development and dissemination of communication materials and messaging focusing on Baltimore's Prenatal-to-age Three (PN-3) families. The period of the agreement was January 1, 2021 through June 30, 2021.

The agreement is late because of administrative delays.

### **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**

**8/4/2021**

Health Department – Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notice of Award (NoA) from the Department of Health and Human Services, Office of the Secretary for the project entitled, Baltimore City U Choose Pregnancy Prevention Program. The period of the NoA is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$1,274,025.00	– New FY2021 funds
<u>128,310.00</u>	– Carryover
<b>\$1,402,335.00</b>	<b>– Total Award (Total Approved Budget)</b>

Account: 4000-480622-3080-291900-603051

**BACKGROUND/EXPLANATION:**

The Department will utilize the funds to support the Department’s evidence-based Teen Pregnancy Prevention (TPP) program services in Baltimore City under the project, the Baltimore City U Choose Pregnancy Prevention Program. The Department will utilize funds to decrease the teen birth rate through reductions in disparities among minorities, and to ensure the delivery of evidence-based TPP programs in middle and high schools as well as in Title X clinics throughout the City.

The NoA is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Health Department – Ratification of Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an expenditure of funds in the form of a payment to the Baltimore Medical System, Inc. (BMS).

**AMOUNT OF MONEY AND SOURCE:**

\$20,743.70 - 4000-498821-3080-275200-603051

**BACKGROUND/EXPLANATION**

On March 18, 2020, the Board approved the agreement with the BMS in the amount of \$131,168.00 for the period of July 1, 2019 through June 30, 2020, to provide the services of a full-time bilingual nurse to work with the Department’s Maternal and Infant Care nursing staff.

The BMS hired a nurse on March 23, 2020 after the agreement was executed and because of an oversight, the Department did not amend the agreement before it expired. The BMS Nurse conducted home visits and maintained a caseload of predominantly 25 Spanish-speaking clients according to the Nurse Family Partnership Home Visiting Model.

The approval of this expenditure of funds will authorize payment to the BMS for additional services it provided during the agreement period. The period of the expenditure of funds was March 23, 2020 through June 30, 2020.

The request is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Health Department – Ratification of Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an expenditure of funds that subsidized payments for transportation costs to various Senior Centers (Centers) in Baltimore City. The period of the expenditure of funds was July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$ 17,781.00 - 1001-000000-3024-268400-603041
47,038.00 - 1001-000000-3024-750200-603041
47,040.00 - 1001-000000-3024-750400-603041
<u>126,445.00 - 1001-000000-3255-750700-603041</u>
<b>\$238,304.00</b>

**BACKGROUND/EXPLANATION**

The expenditure of funds allowed the Department to support the Centers by subsidizing their transportation program services. This enabled the Centers to transport their senior participants to and from the Centers and to special events and activities throughout the City.

The Department subsidized transportation funding for Action-in-Maturity, the Department of Recreation & Parks, the Edward A. Myerberg Senior Center, Inc., the Forest Park Senior Center, Inc., the Govans Ecumenical Development Corporation/Harford Senior Center, and the Greenmount Senior Center, Inc.

The request is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## AGENDA

### BOARD OF ESTIMATES

8/4/2021

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

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

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Dewberry Engineers Inc., under Project No. 1267D On-Call Water Design and Engineering Services. The current expiration date is July 18, 2021. The Amendment will extend the period of the agreement through January 18, 2023.

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

\$0.00

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

On July 18, 2018, the Board approved Dewberry Engineers Inc. for On-Call Water Design and Engineering Services for two years and an upset limit of \$1,000,000.00. On January 22, 2020, the Board approved the first time extension option under the original agreement with no change for the upset fees. This is the second amendment and will increase the period of the contract by 18 months for a total period of four years and six months.

This agreement will continue to provide the services as stated under the original terms such as: responding to water main emergencies including water main breaks and leaks and providing contract documents including design, specifications, and cost estimates for urgent need replacement and rehabilitation of large and small diameter water mains and appurtenances.

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

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

**MBE:** 30%

**WBE:** 10%.

The current MBE status is 44% and WBE status is 5.02%.

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with Hazen & Sawyer, PC, under Project No. 1502-O/C Project and Construction Management Assistance Services. The current expiration date is December 9, 2021. The Amendment will extend the period of the agreement through December 9, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is requesting a no-cost time extension for one year through December 9, 2022. The original agreement was approved on December 9, 2015 and expires on December 9, 2021. This is the third amendment and will increase the period of the contract by one year for a total period of seven years.

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

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement. The earned amount for MBE is 30.07% and the earned amount for WBE is 14.08%.

**MBE:** 27%

**WBE:** 10%

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Department of Public Works (DPW) – Ratification of Amendment to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an Amendment to a Grant Agreement with The Recycling Partnership (TRP). The agreement expired on March 31, 2021. The amendment will extend the period of the agreement for one year through March 31, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On May 13, 2020, the Board approved the original agreement for \$375,000.00 consisting of \$250,000.00 cash and \$125,000.00 "in-kind services" ending on March 31, 2021. This FY20 grant of \$250,000.00 is being used to support the improvement of recycling program materials quality and resident engagement from DPW's residential curbside recycling program.

In addition to the Cash Grant, during the Grant period, TRP will also provide DPW with access to resources, TRP staff time, and other in-kind services with an estimated value of \$125,000.00. The purpose of these in-kind services is to support DPW's public recycling program through the provision of technical support for strategic planning, program assessment, and recycling education and outreach, including recycling program outreach collateral.

Due to challenges caused by COVID-19 and the timing of collateral projects, including the launching of the recycling cart project, the DPW is requesting that the term of the grant and the timeline of this project be extended retroactively as the term of the grant expired March 31, 2021. The amendment allows DPW more time to finish this work. The requested extension would allow DPW to complete its activities by December 1, 2021, and to submit documentation by no later than March 31, 2022.

**MBE/WBE PARTICIPATION:**

N/A

**AUDITS NOTED THE TIME EXTENSION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Mayor's Office of Children and Family Success – Correction to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a correction to the Grant Agreement with the Office of Justice Programs, (OJP) U.S. Department of Justice (DOJ).

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On April 14, 2021, the Board approved a three-year grant awarded by the OJP, DOJ under the OJP funding opportunity entitled "OJJDP FY20 Second Chance Act Addressing the Needs of Incarcerated Parents and Their Minor Children." The grant supports states and local governments to develop programs within detention or correctional facilities to respond to the needs of incarcerated parents who have children younger than age 18.

Upon approval of the award, the Mayor's Office of Children and Family Success recognized an error indicating the award amount as \$795,969.00. The correct amount is \$745,969.00. The Department would like to strike the statement "in the amount of \$795,969.00" from the Action Requested section of the Board Memo approved on April 14, 2021. All other sections, conditions and terms of the grant will remain the same.

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

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

Mayor's Office of Homeless Services – Provider Agreements

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

1. **THE T.I.M.E. ORGANIZATION, LLC** **\$1,232,103.43**

Account: 4000-438320-3573-789200-603051

The Department received a grant from the U.S. Department of Housing and Urban Development under the CARES Act Emergency Solution Grant-CV Program. The Provider will operate a rapid rehousing program serving COVID vulnerable households and providing rental assistance and supportive services to 40 households experiencing homelessness. The funding is intended to be used to prevent, prepare for, and respond to the COVID-19 pandemic. The period of the Agreement is July 1, 2021 through September 30, 2022.

**MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.**

2. **CARROLL COUNTY, MARYLAND** **\$ 9,090.00**

Account: 4000-490821-3573-763201-603051

The Department received a grant from the U.S. Department of Housing and Urban Development under the CARES Act to prevent, prepare for, and respond to the coronavirus pandemic through the Housing Opportunities for People with AIDS (HOPWA) Program. The Provider will offer short-term rental, mortgage, and financial assistance and supportive services for two low income persons living with HIV/AIDS in Carroll County. The period of the Agreement is July 1, 2021 through September 30, 2023.

**MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.**

The Provider Agreements are late because of delays in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**TRANSFERS OF FUNDS**

\* \* \* \* \*

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

29

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

8/4/2021

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works/Office of Engineering and Construction</u>			
1.	\$ 59,560.00	9960-909312-9558	
	Water Revenue	Montebello WTP	
	Bonds	Filter Renovation	
	40,440.00	9960-909312-9558	
	County Revenue	Montebello WTP	
		Filter Renovation	
	<hr/>		
	<b>\$100,00.00</b>	-----	9960-905622-9557-6
			Construction

The transfer will cover costs for a current deficit in WC 1190 Montebello Plant 1 Electrical Improvements.

## AGENDA

**BOARD OF ESTIMATES**

**8/4/2021**

Baltimore City Fire Department (BCFD) – Ratification to Award Letter and Agreement

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

The Board is requested to ratify and authorize acceptance of the No-Cost Time Extension to the Grant Agreement from the University of Maryland Medical Center (UMMC) for the Mobile Integrated Healthcare Program (Community Paramedicine) with the Department's Emergency Medical Services (EMS). The No-Cost Time Extension will extend the period of the Grant Agreement through May 31, 2021.

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

N/A

### **BACKGROUND/EXPLANATION:**

On April 18, 2018, the Board approved the original agreement for the period of January 15, 2018 through January 15, 2019 in the amount of \$668,200.00. On March 13, 2019, the Board approved a No Cost Time Extension making the remaining funds available from the original amount of \$668,200.00 to the BCFD from the Maryland Health Services Cost Review Commission per the Grant Award Letter and Agreement from January 15, 2019 to June 30, 2020.

On July 15, 2020, the Board approved additional funds in the amount of \$417,000.00 bringing the total to \$1,085,200.00 and extending the period of the agreement to December 31, 2020.

The funds provided to the BCFD support the Mobile Integrated Healthcare Program that will involve BCFD EMS paramedics and nurses working outside their traditional emergency response and transport roles to support patients through prevention efforts.

The request is late because of administrative delays.

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

N/A

### **AUDITS NOTED THE NO COST TIME EXTENSION**

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

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

Bureau of Procurement

- |   |  |              |         |
|---|--|--------------|---------|
| 1.  | INTERNATIONAL WASTE<br>TRANSPORT, INC. | \$ 15,000.00 | Renewal |
| Contract No. B50006070 – Spill Contamination Boom – Department of Public Works<br>- P.O. No.: P551887 |  |              |         |

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

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

On July 17, 2020, the City Purchasing Agent approved the initial award in the amount of \$11,070.00. The award contained one renewal option. This sole renewal in the amount of \$15,000.00 is for the period June 22, 2021 through June 21, 2022. The above amount is the City’s estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. The initial award is below MWBOO threshold.

- |   |   |              |         |
|---|---|--------------|---------|
| 2.  | GEN-PROBE SALES<br>& SERVICE, INC. d/b/a<br>HOLOGIC, INC. | \$350,000.00 | Renewal |
| Contract No. 08000 – Chlamydia Trachomatis Test Kits – Health Department – P.O.<br>No.: P534366 |   |              |         |

On February 3, 2016, the Board approved the initial award in the amount of \$294,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$350,000.00 is for the period May 31, 2021 through May 30, 2022, with two 1-year renewal options remaining. The above amount is the City’s estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. The Vendor is the sole manufacturer of this product which meets the Department’s requirements.



**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

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

Fleetpro, Inc.

<u>Commitment</u>	<u>Performed</u>
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<b>MBE:</b> My Car Wash	1%	\$17,324.97	7.28%
<b>WBE:</b> Sue Ann’s Office Supply	1%	\$ 5,755.07	2.42%

My Car Wash is no longer certified with Baltimore City. Fleet Pro, Inc. has been advised to replace them with another certified MBE in the MWBOO database.

**MWBOO FOUND VENDOR IN COMPLIANCE ON MAY 26, 2021.**

- |    |  |                |
|----|--|----------------|
| 4. | TELEVENT USA, LLC  | Renewal and    |
|    | <u>d/b/a SCHNEIDER ELECTRIC</u>  | <u>\$ 0.00</u> |
|    | Contract No. 08000 – arcFM Solutions Software – Department of Transportation – P.O. No.: P536729 |                |
|    |  | Ratification   |

On August 31, 2016, the Board approved the initial award in the amount of \$34,200.00. The award contained eight 1-year renewal options. Subsequent actions have been approved. Due to the continuous spending resulting from the continuous use of the contract a ratification is necessary. The period of the ratification is March 11, 2021 through August 4, 2021. The period of the renewal is August 5, 2021, through March 10, 2022, with five 1-year renewal options remaining. The above amount is the City’s estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement. These copyrighted materials are only available from the Vendor and are not available from subcontractors.

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

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

- |  |                     |                    |
|--|---------------------|--------------------|
| 5. <u>GRANICUS, INC.</u>   | <u>\$ 30,000.00</u> | <u>Sole Source</u> |
| Contract No. 08000 – Bang the Table – Department of Transportation – Req. No.: R874539 |                     |                    |

This 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 sole provider of a system that integrates seamlessly with the City's existing govDelivery system for inbound and outbound engagement. The period of the award is August 5, 2021 through August 4, 2022. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

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

- |  |                       |                    |
|--|-----------------------|--------------------|
| 6. <u>ATLANTIC EMERGENCY SOLUTIONS, INC.</u>   | <u>\$7,500,000.00</u> | <u>Sole Source</u> |
| Contract No. 08000 – O.E.M. Parts and Service for Pierce Equipment – Department of General Services – Fleet – Req. No. R878636 |                       |                    |

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

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

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

The Vendor is the manufacturer’s sole authorized source of these products which must be compatible with current equipment in the City’s fleet. The period of the award is July 20, 2021 through July 19, 2024 with one 2-year renewal option. The above amount is the City’s estimated requirement.

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

**MBE/WBE PARTICIPATION:**

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

- |    |                             |                     |                          |
|----|-----------------------------|---------------------|--------------------------|
| 7. | <u>ANCHOR SOFTWARE, LLC</u> | <u>\$ 72,220.00</u> | <u>License Agreement</u> |
|----|-----------------------------|---------------------|--------------------------|
- Contract No. 08000 – MaxCASS License Agreement for Computer Software and Related Services – Department of Public Works – Water and Wastewater – Req. No.: R871850

The Board is requested to approve and authorize execution of a License Agreement with Anchor Software, LLC. The period of the agreement is retroactive to March 1, 2021 through February 28, 2026.

Execution of this agreement will provide continuation of the MaxCASS software products subscription and maintenance, including updates of US Postal Service files to ensure accuracy of mailing addresses for revenue collection of water billing. The Vendor is the sole provider of the proprietary MaxCASS software products and maintenance. The above amount is the City’s estimated requirement.



AGENDA

BOARD OF ESTIMATES

8/4/2021

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

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

**MBE/WBE PARTICIPATION:**

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

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

- |   |   |                       |                          |
|---|---|-----------------------|--------------------------|
| 8.  | ROBERT HALF<br><u>INTERNATIONAL, INC.</u> | <u>\$7,000,000.00</u> | Cooperative<br>Agreement |
| Houston-Galveston Area Council Contract Number TS06-21 – Professional Staffing<br>– Citywide – Req. No. To be determined. |   |                       |                          |

The Board is requested to approve and authorize execution of a Cooperative Agreement with Robert Half International, Inc. The period of the agreement is June 1, 2021 through May 31, 2024.

The Houston-Galveston Area Council of Governments cooperative has awarded the referenced contract for professional staffing services through a competitive process. This contract is necessary in order to have certain professionals immediately available to agencies for urgent projects, for which the position requirements are not on a current staffing contract.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28, the Contract requires the vendor to make every good faith effort to utilize minority and women’s business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used.

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

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

**VENDOR                                      AMOUNT OF AWARD                                      AWARD BASIS**

Bureau of Procurement – cont'd

9.	<u>PACIFICO FORD, INC.</u>	\$ 59,758.70	Award
Solicitation No. B50006247 – Prisoner Transport Van – Department of General Services – Req. No.: R875014			

Vendors were solicited by posting on CitiBuy. On June 3, 2021 the sole bid was received was opened and was found to be fair and reasonable. Award is recommended to be made to the responsible and responsive bidder. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. Bid was posted on CitiBuy. This is a one-time procurement of equipment.

10.	<u>HIGHTAIL, INC. dba OPEN TEXT</u>	\$ 74,760.00	Sole Source
Contract No. 08000 – Annual Licensing and Software Support for Hightail Enterprise – State's Attorney's Office – P.O. No.: R869015			

The Board is requested to approve the annual licensing and software support for Hightail for Business Software. Hightail for Business is a secure file sharing service that includes end user functionality to securely send, share, access, and sign files, as well as providing enterprise IT administration features. The invoice fees for 2021 will be paid pending Board approval of the contract. In accordance with the payment schedule, the invoice fees are issued the first month of each calendar year and shall re-occur for each year for the remaining term of the contract.

The period of the award covers the annual fees from January 16, 2021 through January 15, 2024.

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

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

**VENDOR AMOUNT OF AWARD AWARD BASIS**

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 practical to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the payment of the invoices is recommended.

- 11. RUDOLPH'S OFFICE &  
COMPUTER SUPPLY, INC. \$ 0.00 Extension  
Contract No. B50004074 – J.I.T. Office Supplies – Citywide – P.O. No.: P532595

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

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

On August 26, 2015, the Board approved the initial award in the amount of \$9,000,000.00. On September 2, 2020, the Board approved the sole renewal option in the amount of \$1,000,000.00. This extension is necessary to continue moving services forward while a new solicitation is released and awarded. The period of the extension is July 29, 2021 through January 31, 2022. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On May 20, 2015, MWBOO set goals of 5% MBE and 0% WBE. On July 19, 2021, MWBOO found Rudolph's Office & Computer Supply in compliance.

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Sue Ann's Office Supply	5%	\$62,529.60 N/A

**WBE:** N/A



**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

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

41 - 46

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

In connection with the Transfers of Funds,  
reports have been requested from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

AGENDA

BOARD OF ESTIMATES

8/4/2021

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement

- |    |                                  |  |                |
|----|----------------------------------|--|----------------|
| 1. | B50006139, Armed Security Guards | Metropolitan Protective Services, Inc. | \$3,500,000.00 |
|----|----------------------------------|--|----------------|

(Agencies Citywide)

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. On March 3, 2021, seven bids were received and opened.

The apparent low bid did not meet the responsibility requirements of the solicitation in accordance with section **SW4.C**, which states in part that *“Anyone bidding on this solicitation shall be able to clearly demonstrate, at the time of the bid submission, that they have been, and remain, in the primary business of providing armed guard Services such as the items required in this solicitation for a minimum period of three years, and have the resources and capacity to fulfill, provide and/or perform all of the requirements and provisions of this solicitation/contract.”*

**MBE/WBE PARTICIPATION:**

On January 28, 2021, MWBOO determined the solicitation presents opportunity for two identified MBE firms to bid with the possibility of competing as a prime contractor.

This competitively bid solicitation requires the service provider to provide armed security officers across the City of Baltimore on an as-needed basis. Based on the history of previous solicitations, an MBE waiver has been granted due the security clearances and permits required of the supplier to have and maintain making the segmentation of this work highly unlikely.

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON JANUARY 28, 2021.**

Department of Transportation

2.	TR 21002, Reconstruction of Footways Citywide	M. Luis Construction Co., Inc.	\$1,072,862.30
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**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

<b>MBE:</b> Manuel Luis Construction Co., Inc.*	\$604,453.80	28.24%
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<b>WBE:</b> Rowen Concrete, Inc.	\$107,100.00	10.01%
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\*Indicates Self-performance.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**3. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,055,872.26 3 <sup>rd</sup> Parks & Public Facilities	9950-904100-9504 Construction Res. Constr. Res. – Footway Paving	
231,562.50 <u>Other</u>	" "	
<b>\$1,287,434.76</b>		

AGENDA

BOARD OF ESTIMATES

8/4/2021

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation – cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,072,862.30	-----	9950-909516-9504-6 Structure & Improvements
160,929.35	-----	9950-909516-9504-5 Inspection
<u>53,643.11</u>	-----	9950-909516-9504-2 Contingencies
<b>\$1,287,434.76</b>		Reconstruction of Footways TR 21002

This transfer will fund the costs associated with the award of Project No. TR 21002, Reconstruction of Footways Citywide.

- |    |   |                                |               |
|----|---|--------------------------------|---------------|
| 4. | TR 21003, Reconstruction of Footways Citywide | M. Luis Construction Co., Inc. | \$ 867,642.30 |
|----|---|--------------------------------|---------------|

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

<b>MBE:</b> Manuel Luis Construction Co., Inc.*	\$244,217.08	28.15%
<b>WBE:</b> Rowen Concrete, Inc.	\$ 86,850.00	10.00%

\*Indicates Self-performance. All businesses in good standing with the Maryland State Department of Assessment and Taxation.

**MWBOO FOUND VENDOR IN COMPLIANCE.**



**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation – cont'd

**5. TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 842,045.76 3 <sup>rd</sup> Parks & Public Facilities	9950-904100-9504 Construction Res. Constr. Res. – Footway Paving	
199,125.00 <u>Other</u>	" "	
<b>\$1,041,170.76</b>		
 \$ 867,642.30	-----	9950-909517-9504-6 Structure & Improvements
 130,146.35	-----	9950-909517-9504-5 Inspection
 <u>43,382.11</u>	-----	9950-909517-9504-2 Contingencies Reconstruction of Footways TR 21003
<b>\$1,041,170.76</b>		

This transfer will fund the costs associated with the award of Project No. TR 21003, Reconstruction of Footways Citywide.

6. TR 21005, Reconstruction of Alleys Citywide      Santos Construction Co., Inc.      \$1,313,285.00

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

<b>MBE:</b> Santos Construction Co., Inc.*	\$177,293.48	13.50%
Machado Construction	<u>177,293.48</u>	<u>13.50%</u>
	<b>\$354,586.96</b>	<b>27%</b>

**AGENDA**

**BOARD OF ESTIMATES**

**8/4/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation – cont'd

<b>WBE: S&amp;L Trucking LLC</b>	\$ 52,531.40	4.00%
Rowen Concrete, Inc.	<u>78,797.10</u>	<u>6.00%</u>
	<b><u>\$131,328.50</u></b>	

**10%**

\*Indicates Self-performance. All businesses in good standing with the Maryland State Department of Assessment and Taxation.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**7. TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 343,232.37 3 <sup>rd</sup> Parks & Public Facilities	9950-904100-9504 Constr. Res. – Footway Paving	
700,334.63 3 <sup>rd</sup> Parks & Public Facilities	9950-909200-9504 Constr. Res. – Alleys	
178,000.00 State Const. Rev. – FY'21	9950-909200-9504 Constr. Res. – Alleys	
354,375.00 <u>Other</u>	9950-909200-9504 Constr. Res. - Alleys	
<b>\$1,575,942.00</b>		
\$1,313,285.00	-----	9950-914519-9504-6 Structure & Improvements

AGENDA

BOARD OF ESTIMATES

8/4/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
196,992.75	-----	9950-914519-9504-5 Inspection
<u>65,664.25</u>	-----	9950-914519-9504-2 Contingencies
<b>\$1,575,942.00</b>		Recon. of Alleys TR 21005

This transfer will fund the costs associated with the award of Project No. TR 21005, Reconstruction of Alleys Citywide.

## AGENDA

### BOARD OF ESTIMATES

8/4/2021

Department of Audits – Response to the Biennial Performance Audit of the Baltimore Police Department for Fiscal Years Ended June 30, 2019 and June 30 2018

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The Board is requested to **NOTE** receipt of Baltimore Police Department's (BPD) update of the corrective actions taken in response to Biennial Performance Audit of selected performance measures for the fiscal years (FYs) ended June 30, 2019 and June 30, 2018 (Biennial Performance Audit).

On July 28, 2021, the Department of Audits (DOA) received a formal update of the corrective actions that BPD has taken in response to Biennial Performance Audit.

The DOA has not audited the responses as of this memo; as a result, DOA provides no assurance as to their accuracy or effectiveness. However, DOA has reviewed the responses, as presented, to determine if they address the Findings presented in the Biennial Performance Audit.

**Finding 1:** The response addresses procedures to calculate the actual results for the Budget Book and document retention for Service 627 - the Percent of priority 1 calls for service dispatched to officers in less than 60 seconds.

The Finding is related to the design of the performance measure for which the target changed from 90% to 15% to 10% for FYs 2017-2019. The Performance Measure Job Aide (BPD Attachment 1) did not address why 60 seconds was selected as the criteria for dispatching priority 1 calls. It did not address how the target should be determined.

Submitting explanations for changes in the metric for the Budget Book was not included.

**Finding 2:** The response includes detailed policies and procedure which were not reviewed in depth by DOA. The response appears to address the finding for Service 634 - Percent of cost reimbursed by event organizers for which BPD bills. The DOA recommends updating the submitted policy and procedures for changes related to the migration from E-Time to Workday.

**Finding 3:** DOA noted the increase in rates for police coverage at special events (Service 634 - Percent of cost reimbursed by event organizers for which BPD bills). The proposed rate was submitted to BOE, addressing the finding.

**Finding 4:** The response noted that the action plan is "In Progress." DOA did not validate the stage of progress. The Finding was for the process improvement for the Service 635 - Recruitment and Training; Percentage of recruits who successfully completed training with grade of 85 or higher.

## AGENDA

BOARD OF ESTIMATES

8/4/2021

Department of Audits – cont'd

**Finding 5:** The response appears to address the security issue in Power – DMS, which is a document management system that stores consent decrees, policies and procedures, tests, scores, and Continuing Professional Education information of BPD officers and employees. The finding was for the Service 635 - Percent of recruits who successfully completed training with grade of 85 or higher.

**Other Information:** The DOA notes receipt of the BPD recommendations related to the City's performance measure process. The DOA did not provide a response in this memo.

**Prior Audit Findings and Recommendations:** The BPD did not include responses for the audit conclusions of "Not Implemented" and "Partially Implemented" for prior findings and recommendations.

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED