



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 23, 2021**
Re: **Board of Estimates Agenda Items for August 25, 2021 at 9:00am**

The items on the Board of Estimates Agenda for August 25, 2021 are to be assigned as follows:

ROUTINE AGENDA ITEMS: (To be acted upon collectively)

- P 1-2 BOARDS AND COMMISSIONS
- P 3-5 Mayor's Office of Employment Development (MOED) – Agreements
- P 6-7 Mayor's Office of Employment Development (MOED) – Grant Awards
- P 8 Mayor's Office of Neighborhood Safety and Engagement – Grant Agreement
- P 9-10 Department of Law – Settlement Agreement and Release
- P 11 Mayor's Office of Children and Family Success - Agreement
- P 12 Mayor's Office of Children and Family Success – Grant Award
- P 13 Department of Transportation – Minor Privilege Permit Applications
- P 14 Department of Transportation – Lease Agreement
- P 15 Department of Transportation – Lease Agreement
- P 16-17 Department of Transportation (DOT) – Developers' Agreements
- P 18 Department of Transportation – Memorandum of Understanding
- P 19 Department of Transportation – Grant Agreement
- P 20 Department of Transportation – Task Assignment
- P 21-23 Health Department – Agreements
- P 24-26 TRANSFERS OF FUNDS
- P 27 Department of Finance – Renewal of Various FY23 Flood Insurance Policies
- P 28 Mayor's Office of Neighborhoods – FY'21 Second, Third and Fourth Quarter Reports for South Baltimore Gateway Partnership
- P 29 Fire Department/Office of Emergency Management – Ratify FY17 Grant Adjustment Notice
- P 30 Fire Department/Office of Emergency Management – Ratify FY18 Grant Adjustment Notice
- P 31 Fire Department/Office of Emergency Management – Ratify FY19 Grant Adjustment Notice
- P 32-41 INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS
- P 42 Bureau of Procurement – Pay Confirming Invoices
- P 43 Bureau of the Budget and Management Research (BBMR) – Grant Award and Appropriation
- P 44-47 EXTRA WORK ORDERS
- P 48-49 Department of General Services (DGS) – Use of Cooperative Purchase for Energy Performance Contract under MD IDC v8.0
- P 50 Mayor's Office of Homeless Services – Provider Agreement
- P 51-52 Mayor's Office of Homeless Services (MOHS) – Third Amendment to the Homelessness Solutions Program Grant Agreement

- P 53 Mayor's Office of Homeless Services (MOHS) – Ratification of Amendment to the Homelessness Solutions Program Grant Agreement
- P 55 Office of Equity and Civil Rights (OECR) – Ratification and Contract Modification
- P 56-57 Department of Housing and Community Development (DHCD) - Land Disposition Agreement
- P 58-59 Department of Housing and Community Development (DHCD) - Land Disposition Agreement
- P 60-61 Department of Housing and Community Development (DHCD) - Land Disposition Agreement
- P 62 Department of Housing and Community Development (DHCD) - First Amendment to Memorandum of Understanding
- P 63 Department of Real Estate – Assignment of Tax Sale Certificate
- P 64 Department of Real Estate – Fourth Renewal of License Agreement
- P 65 Department of Real Estate – Rescission of Lease Agreement
- P 66-67 Department of Real Estate – 4th Amendment to Sublease Agreement
- P 68-72 RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS
- P 73 Office of the Comptroller – Draft Board of Estimates Regulations
- P 74-77 PERSONNEL MATTERS
- P 78-85 TRAVEL REQUESTS
- P 86 Office of the State's Attorney – Expenditure of Funds
- P 89 PROPOSAL AND SPECIFICATIONS
- P 89 Closing

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

- P 33-35 INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS
4. GOEL SERVICES, INC.
TOTAL ENVIRONMENTAL CONCEPTS, INC.

<u>EQ NORTHEAST, INC.</u>	<u>\$4,000,000.00</u>	<u>Renewal</u>
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Contract No. B50004951 – Environmental Remediation Services – Department of Housing and Community Development – P.O. Nos: P541109, P541110 and P541111
- P 54 Department of Audits – Audit Report
1. The Department of General Services Biennial Performance Audit Fiscal Years Ended June 30, 2020 and 2019.
- P 87-88 Baltimore Police Department (BPD) – Professional Services Agreement

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 25, 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 SEPTEMBER 8, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON SEPTEMBER 8, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON SEPTEMBER 15, 2021.**
5. **THE DEADLINE FOR THE SEPTEMBER 15, 2021 BOARD OF ESTIMATES AGENDA IS TUESDAY, AUGUST 31, 2021, AT 11:00 A.M.**

BOARD OF ESTIMATES' AGENDA – AUGUST 25, 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:

AM-Liner East, Inc.	\$125,450,000.00
Ecotone, LLC	\$ 8,000,000.00
H.D.L. Construction, Inc.	\$ 8,000,000.00
Shrader Electric Company, Inc.	\$ 1,500,000.00
Specialty Underwater Services, LLC	\$ 1,500,000.00
Swick & Son Maintenance Specialists, Inc.	\$ 1,500,000.00
Titan Industrial Services, Inc.	\$132,690,000.00
Tri-State Steel Erectors, Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

Alvi Associates, Inc.	Engineer
Brudis & Associates, Inc.	Engineer
Burdette, Koehler, Murphy and Associates, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

8/25/2021

BOARDS AND COMMISSIONS – cont'd

Findling, Inc.	Engineer
Hayat Brown LLC	Engineer
James Posey Associates, Inc.	Engineer
Landstudies, Inc.	Landscape Architect Engineer
OLBN, Inc.	Architect Engineer
Smolen-EMR-likovitch Architects, Inc.	Architect
Soil and Land Use Technology, Inc.	Engineer
Straughan Environmental, Inc.	Engineer
The Wilson T. Ballard Company	Engineer Land Survey
Zest LLC	Engineer

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Employment Development (MOED) – Agreements

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

- 1. **ROCK GATE CAPITAL, LLC T/A 160 DRIVING ACADEMY** **\$ 98,785.00**
(Not to exceed)

Account: 4000-807521-6312-467205-603051
4000-806721-6312-467205-603051
2026-000000-6311-734100-603051

Under the terms of this Individual Training Account Agreement, 160 Driving Academy will provide training in areas specified on the Department of Labor, Licensing, and Regulation list of approved Training Providers.

The training will consist of the program(s) in the Workforce Innovation and Opportunity Act (WIOA) training programs outline and will include any participant attendance policies, academic benchmarks, the means of achievements, completion standards, and the total hours of each course in a certificate program.

The maximum length of time a participant can remain in a training is one year. The money will be drawn from three different accounts (FY21 WIOA Adult, FY21 WIOA Dislocated Worker, and the Casino Impact Area Funds). The accounts and the amounts cannot be determined until the participants are registered. The period of the Individual Training Account Agreement is July 1, 2021 through June 30, 2022.

The Individual Training Account Agreement is late because additional time was necessary to reach an understanding between the parties.

- 2. **INTERSECTION OF CHANGE, INC.** **\$ 60,000.00**

Account: 4000-806421-6313-817705-603051

On October 7, 2020, the Board approved acceptance of the PY20 Workforce Innovation and Opportunity Act (WIOA) Grant Award from the Maryland State Department of Labor, Licensing and Regulation in the amount of \$4,199,869.00 that will support this Provider Agreement.

AGENDA

BOARD OF ESTIMATES

8/25/2021

MOED – cont'd

Under the terms of this Provider Agreement, Intersection of Change, Inc. will design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for ten Baltimore City out-of-school youth 18-24 years of age. Intersection of Change, Inc. will increase employment and education prospects for participants through skills training, leadership development, and the provision of life and workplace readiness skills. The period of the agreement is October 1, 2020 through September 30, 2021 with an option to renew for one additional one-year period, at the sole discretion of the City.

The Provider Agreement is late because additional time was necessary to reach an understanding between the parties.

3. BALTIMORE CYBER RANGE, LLC \$161,963.00

Account: 4000-445021-6312-467205-603051

On March 31, 2021, the Board approved acceptance of the prime award of Fostering Opioid Recovery Through Workforce Development Grant Award from the Maryland State Department of Labor, Licensing and Regulation in the amount of \$1,400,000.00 that will support this Provider Agreement.

Under the terms of this Provider Agreement, Baltimore Cyber Range, LLC will align and coordinate the form and delivery of workforce support services for workers who experience barriers to gainful employment due to misuse of opioids and other substances. The period of the Provider Agreement is May 1, 2021 to October 31, 2022.

The Provider Agreement is late because additional time was necessary to reach an understanding between the parties.

AGENDA

BOARD OF ESTIMATES

8/25/2021

MOED – cont'd

MBE/WBE PARTICIPATION:

N/A

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

8/25/2021

Mayor’s Office of Employment Development (MOED) – Grant Awards

The Board is requested to approve and authorize acceptance of the various Grant Awards

1. MARYLAND STATE DEPARTMENT OF LABOR \$358,178.00

Account: 5000-507822-6397-817503-405001

The purpose of this Grant Award is to support the PY21 Summer YouthWorks Connection Program administered by the MOED. For the 2021 program, worksites will operate virtual, in-person, or hybrid programs. More than 6,000 youth completed the application process and were offered a job. This Grant Award will fund wages for more than 160 youth, who will earn \$11.75 per hour for 20 hours per week for six weeks. The Grant Award will also fund the salary of four job coaches. The period of the agreement is July 1, 2021 through June 30, 2022.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

2. GOVERNOR’S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP) \$ 8,841.00

Account: 4000-431621-6397-468705-404001 \$ 6,904.00
1001-000000-6331-818005-604001 \$ 1,937.00

This Grant Award will assist the MOED in its efforts to create diversion programs which are designed to decrease the number of Baltimore City youth unnecessarily placed in secure detention while awaiting their court date. The programs are designed to engage participants in constructive activities, which include personal goal setting, exercise, career exploration, life skills development, and cultural enrichment. Family-style dinners each evening are designed to provide an opportunity for youth to practice positive social behaviors. The period of the agreement is October 1, 2020 through September 30, 2021.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

AGENDA

BOARD OF ESTIMATES

8/25/2021

MOED – cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Neighborhood Safety and Engagement – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the University of Maryland Baltimore Foundation, Inc. (UMB). The period of the agreement is effective upon Board approval for one year and will terminate on the first anniversary of the effective date.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-2254-786000-603051

All grant funds awarded hereunder will be expended within the one-year term, although the Grantee may seek reimbursement of grant funds during the six months following the end of the one-year term.

BACKGROUND/EXPLANATION:

This Agreement sets forth the terms and conditions under which the City will provide a grant award to the Grantee, for UMB's benefit, under the City's Human Trafficking Grant Program. This is a one-year grant, and there are no assurances that any grant funds will be available to Grantee under this program in the future.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Law – Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a dispute brought by Federal Hill Apartments Owner LLC against the Baltimore City Department of Finance, concerning how to calculate the amount of the High-Performance Market Rate Rental Housing Tax Credit for a property that was not valued by the State Department of Assessments and Taxation before the development of the project began.

AMOUNT OF MONEY AND SOURCE:

There will be no payment by the City, but rather the tax credit will be determined and the City will receive the corresponding amount in tax revenue.

BACKGROUND/EXPLANATION

In April 2017, Federal Hill Apartments Owner LLC applied for a tax credit under the City's High-Performance Market Rate Rental Housing Tax Credit, codified in Section 10-18 of Article 28 of the City Code (the "Credit"), for 1211 Covington Street. Section 10-18(d) of Article 28 of the City Code provides that the Credit is equal to a percentage of the difference between the property tax liability that, but for the tax credit, is owed in the current year of the assessment cycle, and the total property tax liability on the assessed value of the property prior to the commencement of the project; or if the property is no longer in the assessment cycle of the first assessment of the completed project following the issuance of an occupancy permit, the difference between the property tax liability that, but for the tax credit, was owed in the final year of that assessment cycle, and the total property tax liability on the assessed value of the property prior to the commencement of the project.

The amount of credit is dependent on the assessed value of the property prior to the commencement of the project. After applying for the credit in April 2017, Federal Hill Apartments Owner LLC consolidated 1211 Covington Street and additional lots into a parcel to be known as 501 East Cross Street (the "Consolidated Property"). There was no assessment of the Consolidated Property prior to commencement of the project.

The City is not able to assess property; this is done entirely by the State Department of Assessments and Taxation. The City utilized the 2018 (FY 2019) land only assessed value of the Consolidated Property (\$9,931,600.00) as the best approximation of "the assessed value of the property prior to the commencement of the project" to calculate the credit.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Law – cont'd

Federal Hill Apartments Owner LLC disagrees with that approximation and believes “the assessed value of the property prior to the commencement of the project” is reflected in the sum of the individual assessments available for the parcels constituting 501 East Cross Street prior to the commencement of the project (\$1,439,400.00).

Section 10-18(d) of the Baltimore City Code does not provide a mechanism to resolve this dispute because it does not provide how to determine the “assessed value of the property prior to commencement of the project” when the property grows in size due to lot consolidation. This irreconcilable conflict has no clear legal answer, but the Federal Hill Apartments Owner LLC and the City desire to avoid litigation over this matter as it is not certain what a Court would consider to be the proper “assessed value of the property prior to the commencement of the project” in this circumstance.

The City and Federal Hill Apartments Owner LLC believe a fair resolution is to split the difference between the values determined by each party as “the assessed value of the property prior to the commencement of the project,” which would result in the amount of \$5,685,500.00 being used as “the assessed value of the property prior to the commencement of the project.”

This ensures that the City receives at least \$696,801.99 more in tax revenue than it would receive if a Court agreed with the Federal Hill Apartments Owner LLC’s calculation of the amount of the credit under the ambiguous language in Section 10-18(d)(1). Therefore, approval of this calculation for the credit is recommended to the Board.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Children and Family Success - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve an Agreement with Union Baptist Church-School, Inc. The period of the agreement is July 1, 2021 through March 31, 2023.

AMOUNT OF MONEY AND SOURCE:

\$1,877,490.00 - 4000-486322-1772-516000-603051

BACKGROUND/EXPLANATION:

The City has received a U.S. Department of Health and Human Services grant to undertake the Head Start Program. Union Baptist Church-School, Inc. will utilize the funds to operate a Head Start Program for 175 children and their families in the City of Baltimore.

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

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON AUGUST 6, 2021.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Children and Family Success – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Department of Health and Human Services. The period of the grant award is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$8,204,134.00 - 4000-486322-1772-180300-404001

BACKGROUND/EXPLANATION:

The City has received a Department of Health and Human Services (DHHS) grant to undertake the Head Start Program. The funds will be utilized to administrate a Head Start Program that promotes school readiness of children under five from low-income families through education, health, social, and other services. The grant will also provide support to sub-recipients and administration for the program.

The grant award is late because of a delay in receiving the award acceptance notification from DHHS.

MBE/WBE PARTICIPATION:

MBE/WBE goals are not applicable to this item as it is a grant award acceptance notice.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation – Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	3419 Greenmount Avenue	Vehicles For Chance	Marquee 22.44' x 2.75'
	Annual charge:		\$235.20
2.	2500 W. Belvedere Avenue	Concord Apartments, Inc.	Two 6" conduit @ 5 lf. ea.
	Flat charge:	\$	35.00

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation – Lease Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

Southwest Partnership, Inc. would like to gate a 3-foot alley in Block 217, in the rear of the properties known as 1115 through 1121 E. Baltimore Street.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation – Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Patterson Park Neighborhood Association, Inc. The period of the agreement is effective upon Board approval for 25 years.

AMOUNT OF MONEY AND SOURCE:

Patterson Park Neighborhood Association, Inc. will be solely responsible for all costs and fees for this project.

BACKGROUND/EXPLANATION:

Patterson Park Neighborhood Association, Inc. would like to gate two 10-foot alleys in Block 1730, in the rear of the properties known as 2900 through 2918 E. Baltimore Street, and the rear of the properties known as 1 through 37 N. Linwood Avenue.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation (DOT) – Developers’ Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	ROBBINS DANCING, LLC.	1732	\$ 29,331.50

Robbins Dancing, LLC would like to install new water service and other utilities to their proposed new construction located in the vicinity of 21 East North 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 \$29,331.50 has been issued to Robbins Dancing, LLC, which assumes 100% of the financial responsibility.

2.	SAA EVI GREENMOUNT PARTNERS, LLC	1774	\$ 28,307.00
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SAA EVI Greenmount Partners, LLC would like to install new water service and other utilities to their new construction located in the vicinity of 1812 Greenmount Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

An Irrevocable Standby Letter of Credit in the amount of \$28,307.00 has been issued to SAA EVI Greenmount Partners, LLC, which assumes 100% of the financial responsibility.

3.	COMPREHENSIVE HOUSING, INC.	1769	\$125,874.54
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Comprehensive Housing, Inc. would like to construct various utilities, including water, water meter, and road improvements to its property located in the vicinity of 4701 Park Heights Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

AGENDA

BOARD OF ESTIMATES

8/25/2021

DOT – cont'd

An Irrevocable Standby Letter of Credit in the amount of \$125,874.54 has been issued to Comprehensive Housing, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve a Memorandum of Understanding (MOU) with Rebuild Johnston Square Neighborhood Organization, Inc. The period of the MOU is effective upon Board approval for two years with an option to renew for two additional years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/ EXPLANATION:

The Organization has submitted plans and a valid petition for the installation of right-of-way art in the Johnston Square neighborhood.

The MOU establishes the framework for the Organization to install right-of-way art (the “Placemaking Elements”) at specified locations all at its sole cost and subsequently for the Organization to perform ongoing maintenance of all aspects of the Project during the term of the Agreement.

The Placemaking Elements will be owned solely by the City, and nothing in this MOU will confer upon the Organization any right, title, or interest in the Placemaking Elements other than as expressly provided in this MOU.

MBE/WBE/DBE PARTICIPATION:

Not a competitive procurement item. The Organization is paying for all costs.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Baltimore Metropolitan Council (BMC). The period of the grant agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 - 7000-717022-2303-596000-406001 - Others
10,000.00 - 1001-000000-2301-249000-601001 – In Kind Service
\$50,000.00

BACKGROUND/EXPLANATION:

This Grant Agreement will allow the City to complete population and development projections and transportation planning work to ensure that the Region’s transportation plans will meet federal air quality standards. The funding was provided by the Maryland Department of Transportation to the BMC.

The Department will complete work under this grant and will serve as the lead agency for the City of Baltimore.

The grant agreement is late because of an administrative oversight.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Transportation – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 20 with Rummel, Klepper & Kahl, LLP, under On-Call Traffic Engineering Services, Project No. 1209. The period of the task is approximately 15 months.

AMOUNT OF MONEY AND SOURCE:

\$103,400.51 - 1001-000000-2303-749800-603026

BACKGROUND/EXPLANATION:

This authorization provides continued support for the DOT Dockless Vehicle Program as well as Traffic Engineering Support Services. The services include but are not limited to contract oversight for Dockless-for-Hire providers, data monitoring, stakeholder outreach, attendance at community events, and assisting with the evaluation of permit rules and regulations. Along with design and engineering support for Complete Streets, Slow Streets, pedestrian safety, bike facility, and other traffic safety designs.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The preparation of this task included an evaluation of the Consultant's contract minority participation status. On the date of preparation, the Consultant achieved 25% of 27% MBE goal and exceeded the 10% WBE goal. They achieved a WBE goal of 14%. The contract has a remaining capacity of \$1,139,788.48 that will allow the Consultant to meet the remaining MBE goal by the expiration date of this contract.

THE EAR WAS APPROVED BY MWBOO ON JULY 20, 2021.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Health Department – Agreements

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

1. THE JOHNS HOPKINS UNIVERSITY \$212,980.00

Account: 4000-444321-3023-718000-603051

The Johns Hopkins University School of Medicine’s Division of Infectious Diseases will utilize the funds to provide the services of clinicians and other skilled medical staff for oversight and medical care to patients at the Health Department’s Sexual Health Clinics. 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 AUGUST 5, 2021.

2. MARCQUETTA CAREY, RN. \$ 50,000.00

Account: 6000-607622-3110-306700-603018

The Adult Evaluation and Review Services (AERS) is a Maryland Medicaid Program. This program conducts comprehensive evaluations of the psychosocial and medical needs of older adults and adults with disabilities. Based on the evaluation, a trained nurse social worker will develop an individualized plan of care and linkages to community resources and services.

The Consultant will perform AERS Program services. Services will include comprehensive evaluations for aged and functionally disabled adults who need long-term care and are at risk for institutionalization. The Consultant will perform on-site face-to-face evaluations of clients in the community, enter all information regarding the InterRAI Home Care Assessment and Plan of Services into Long Term Services and Support Maryland Tracking System for submission to Maryland Department of Health (MDH), and submit all evaluations and completed MDH forms to the Department’s AERs program staff. The period of the agreement is July 1, 2021 through June 30, 2022.

MWBOO GRANTED A WAIVER ON AUGUST 5, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Health Department – cont'd

3.	LISA HORNE	\$200,000.00
	Accounts: 6000-607821-3110-306800-603018	\$100,000.00
	6000-607822-3110-306800-603018	\$100,000.00

The Maryland State Department of Health (MDH) is designated as the single State agency to administer all aspects of the Community First Choice (CFC) and Community Personal Assistance Services (CPAS) and Community Options (CO) programs, formerly known as Maryland Medical Assistance Personal Care Program. The CFC, CPAS, and CO program provide services and supports to enable older adults and people with disabilities to live in their homes. The Department has an agreement with MDH to participate in the program as the case monitoring agency and to contract with Nurse Monitors, who will supervise the provision of services to eligible recipients.

The Nurse Monitor will exercise independent professional judgment and carry professional liability insurance. Each Nurse Monitor will be independent contractors and not an employee of the City. The Nurse Monitor is responsible for providing oversight and quality monitoring of the participant health status and the outcomes of personal assistance services for CFC, CPAS, and CO participants. The Nurse Monitor will make home visits, maintain clinical records, and utilize the Long Term Support (LTSS) Maryland Tracking system as required. The period of the agreement is June 1, 2021 through May 31, 2023.

The agreement is late because of administrative delays.

MWBOO GRANTED A WAIVER ON AUGUST 5, 2021.

MBE/WBE PARTICIPATION:

The Minority and Women’s Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and State of Maryland. Through this fiduciary alliance, BCHD 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 MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State-funded resources.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Health Department – cont'd

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.)

TRANSFERS OF FUNDS

* * * * *

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

25 - 26

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

8/25/2021

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>			
1.	\$1,300,000.00	9910-923019-9587 4 th Community & Economic De- velopment Bonds	Baltimore Home- ownership Incentive Program - Reserve
	\$ 250,000.00	-----	9910-903292-9588 Balto. City Employee Program
	300,000.00	-----	9910-903294-9588 Buy Into Baltimore
	400,000.00	-----	9910-907109-9588 Booster Program V2V
	<u>350,000.00</u>	-----	9910-905290-9588 Live Near Your Work HCD
	\$1,300,000.00		

This fund transfer supports the bond-funded homeownership incentive programs in FY22. These incentive programs provide grants and forgivable loans for closing costs and down payment for eligible homebuyers in Baltimore City.

Department of General Services (DGS)

2.	\$1,000,000.00	9916-925014-9194 401 E Fayette Mech/Elec/Plumb Upgrade – Reserve	9916-912114-9197 401 E Fayette Mech/Elec/Plumb - Active
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The HVAC system at the Cummings Building, located at 401 E. Fayette Street, is the original system and is in need of an upgrade to address the current needs of the building.

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

DGS – cont'd

This transfer will provide funds to the DGS for the HVAC system renovation for the Cummings building and all associated in-house costs. The renovation will include associated electrical and HVAC control improvements.

Parking Authority of Baltimore City

3.	\$ 130,000.00	9965-913028-9581	9965-910043-9580
	Parking Facilities	Market Center Garage	Market Center Garage
	Funds	Elevators – Reserve	Active

The PABC requests a transfer for major structural and waterproofing repairs at Market Center Garage located at 221 North Paca Street in Baltimore City.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Finance – Renewal of Various FY23 Flood Insurance Policies

ACTION REQUESTED OF B/E:

The Board is requested to approve the Renewal of Flood Insurance Coverage for various properties owned by the Mayor and City Council of Baltimore. The policies will be insured through Wright National Flood Insurance Company, effective August 27, 2021 through August 27, 2022.

AMOUNT OF MONEY AND SOURCE:

\$28,648.00 - 2043-000000-1531-169900-603014

BACKGROUND/EXPLANATION:

FEMA mandates the purchase of flood insurance for properties located in Special Flood Hazard Areas. The property listed below is located in an area that require flood insurance.

<u>Address</u>	<u>Renewal Premium</u>
2609 Leahy Street	\$28,648.00

MBE/WBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Neighborhoods – FY'21 Second, Third and Fourth Quarter Reports
for South Baltimore Gateway Partnership

The Board is requested to **NOTE** receipt of the Quarterly Reports for activities in the Second Quarter (Q2), Third Quarter (Q3), and Fourth Quarter (Q4) of FY'21 by South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

AMOUNT OF MONEY AND SOURCE:

No expenditure of funds is requested.

BACKGROUND/EXPLANATION:

Following a feasibility study led by the Mayor's Office and the Baltimore Casino Local Development Council ("LDC"), the Maryland General Assembly and the Mayor and City Council passed legislation in 2016 creating the South Baltimore Gateway Community Impact District Management Authority (the "Authority"), later rebranded as the South Baltimore Gateway Partnership ("SBGP"). Baltimore City Council Bill 16-0694 was the enabling ordinance that established the SBGP.

Consistent with State Law, CB16-0694 requires that the SBGP receive "no less than 50%" of Casino Local Impact Grant ("LIG") funds starting in FY'18. The purpose of these funds is to provide enhanced services and community development activities benefitting the specified neighborhoods of the South Baltimore Gateway, consistent with South Baltimore Gateway Master Plan. CB16-0694 also requires that the Board of Estimates review and approve the SBGP's Bylaws, Strategic Plan, and Annual Financial Plan.

In developing, procedures for the City to transfer FY'18 LIG funds intended for the Authority, the Director of Finance requested that SBGP submit quarterly updates detailing progress on the Annual Financial Plan to the Board of Estimates.

MBE/WBE PARTICIPATION:

No contracting for goods or services is contemplated at this time. It should be noted that, under the Enabling Ordinance establishing the Authority, the SBG is subject to the City's MBE/WBE policy.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Fire Department/Office of Emergency Management – Ratify FY17 Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to ratify the FY17 Grant Adjustment Notice (GAN) from the Maryland Emergency Management Agency (MEMA) for the FY17 Urban Area Security Initiative (UASI) Grant Award No. EMW-2017-SS-00019-UASI. The GAN extended the period of the Grant Award through November 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$873.88 - 4000-482018-2023-212600-600000

BACKGROUND/EXPLANATION:

On March 11, 2020, the Board ratified a grant reduction in the amount of \$140,000.00 and extended the period of the MEMA Grant Award from September 1, 2017 through March 31, 2020. On December 13, 2017, the Board approved a Grant Award Agreement from MEMA for the FY17 Urban Area Security Initiative grant in the amount of \$712,242.00 for the period September 1, 2017 through July 31, 2019.

MEMA awarded additional funding in the amount of \$873.88, making the total award \$573,115.88.

The FY17 UASI Grant Award facilitated and strengthened the nation and Maryland against risk associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery.

This request is late because the award documents were recently received.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Fire Department/Office of Emergency Management – Ratify FY18 Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Grant Adjustment Notice (GAN) from the Maryland Emergency Management Agency (MEMA) of the FY18 State Homeland Security Program Grant, Award No. EMW-2018-SS-00023SHSP. The ratification will extend the period of the Grant Award through November 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-482019-2023-212600-601001

BACKGROUND/EXPLANATION:

On February 27, 2019, the Board approved a Grant Award Agreement with MEMA for the FY18 State Homeland Security Program in the amount of \$534,815.98 for the period September 1, 2018, through August 31, 2020.

The FY18 State Homeland Security Program grant provided support for the development and sustainment of core capabilities to fulfill the goal of National Preparedness. The funding was used for costs related to planning, organization, equipment, training, and exercise needs associated with acts of terrorism.

This request is late because the award documents were recently received.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Fire Department/Office of Emergency Management – Ratify FY19 Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to ratify the 2019 Grant Adjustment Notice (GAN) from the Maryland Emergency Management Agency for the FY19 Urban Area Security Initiative (UASI) Grant Award No. EMW-2019-SS-00064-UASI. The GAN will extend the period of the Grant Award through April 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-482120-2131-228200-600000

BACKGROUND/EXPLANATION:

On October 14, 2020, the Board approved an account code change for the approved Grant Award. On March 11, 2020, the Board approved acceptance of the FY19 UASI Grant Award in the amount of \$421,830.00 for the period September 1, 2019 through August 31, 2021.

The FY19 UASI Grant Award facilitated and strengthened the nation and Maryland against the risk associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery.

This request is late because the award documents were recently received.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

- | | | | |
|---|-------------------------------------|--------------|---------|
| 1. | GARDEN STATE HIGHWAY PRODUCTS, INC. | \$ 45,000.00 | Renewal |
| Contract No. B50005049 – Aluminum Sheets – Department of Transportation – P.O. No.: P541919 | | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On August 9, 2017, the Board approved the initial award in the amount of \$59,878.00. The award contained four renewal options. Subsequent actions have been approved. This final renewal in the amount of \$45,000.00 is for the period August 9, 2021 through August 8, 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:

On May 31, 2017, MWBOO approved a waiver due to no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MAY 31, 2017.

- | | | | |
|---|----------------------------------|---------|---------|
| 2. | DBT TRANSPORTATION SERVICES, LLC | \$ 0.00 | Renewal |
| Contract No. 08000 – Weather Station Service – Department of Transportation – P.O. No.: P547625 | | | |

On October 6, 2017, the City Purchasing Agent approved the initial award in the amount of \$21,495.00. The award contained four renewal options. Subsequent

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

actions have been approved. The Vendor provides field service maintenance on various weather sensors around the City. The period of the award is June 1, 2021 through May 31, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

3. VAE INDUSTRIES
CORP \$ 30,000.00 Renewal
Solicitation No. B50006066 – Tents and Bags – Department of Transportation – Req. No.: P551601

On June 10, 2020, the Board approved the initial award in the amount of \$49,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$30,000.00 is for the period June 3, 2021 through June 2, 2022, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award being below \$50,000.00 threshold.

4. GOEL SERVICES, INC.
TOTAL ENVIRONMENTAL
CONCEPTS, INC.
EQ NORTHEAST, INC. \$4,000,000.00 Renewal

Contract No. B50004951 – Environmental Remediation Services – Department of Housing and Community Development – P.O. Nos: P541109, P541110 and P541111

On September 27, 2017, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two renewal options. On December 23, 2020,

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

the Board approved the first renewal in the amount of \$1,000,000.00. At the time of the initial award review EQ Northeast was not in good standing with the State. As of this date they are now in good standing. This final renewal in the amount of \$4,000,000.00 is for the period September 20, 2021 through September 19, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 3, 2017, MWBOO set goals of 11% MBE and 6% WBE. On June 24, 2021, EQ Northeast, Inc., was found non-compliant, due to the lack of work distribution from the user agency. On June 28, 2021, Total Environmental Concepts, Inc., was found non-compliant due to the lack of work distribution from the user agency. On July 12, 2021, Goel Services, Inc., was found non-compliant, as they did not pay their WBE firm A2Z Environmental Group anything during the period.

Goel Services, Inc.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Delaware Cornerstone Builders, Inc.	11%	\$14,840.00	20.7%
WBE: A2Z Environmental Group	6%	\$ 0.00	0%

Although Goel Services, Inc. was able to exceed their goal with their MBE, Delaware Cornerstone Builders, Inc., they did not pay the WBE, A2Z Environmental Group anything during the compliance period. Therefore, they have been deemed non-compliant.

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON JULY 12, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement – cont'd

Total Environmental Concepts

	<u>Commitment</u>	<u>Performed</u>	
MBE: First Potomac Environmental Inspection Experts, Inc.	5.5%	\$ 0.00	0%
	5.5%	\$ 0.00	0%
WBE: A2Z Environmental Group	6%	\$ 0.00	0%

According to Total Environmental Concepts, the only work order that was performed during this review period was outside of the capabilities and certification of the subcontractors. Two of the three minority participants could assist with asbestos/remediation-related projects (IEI and First Potomac) while A2Z (WMBE) could assist with waste disposal. In order to use their services, the assigned projects need to include relevant tasks for them. The one project during the reporting period in question was a site assessment which not a service that any of the MBE/WBE companies have experience or relevant licensing to perform.

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON JUNE 28, 2021.

EQ Northeast, Inc.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Young's Floor Service and Remodeling Co., Inc.	11%	\$ 0.00	0%
WBE: B and M Clean, LLC	4%	\$ 0.00	0%
A2Z Environmental Group, LLC	2%	\$ 0.00	0%

EQ Northeast was unable to fulfill their contractual obligations to any of their subs because they were not given any work orders from the Department of Housing during the reporting period.

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON JUNE 24, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

- | | | |
|--|---------------------|-----------------------------|
| 5. <u>SAFEWARE, INC.</u>
Contract No. 440008468 – Maryland State Public Safety, Emergency Preparedness and Related Services – Baltimore Police Department – P.O. No.: R857328 | <u>\$288,642.50</u> | <u>Cooperative Contract</u> |
|--|---------------------|-----------------------------|

The Baltimore City Police Department will be purchasing Protective Face Mask from a competitively bid, cooperative inter-local contract agreement #4400008468 between the State of Maryland and Safeware, Inc. The period of the award is July 28, 2021 through September 30, 2023 with five 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, 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 purchase from Safeware, Inc. who is required to provide Public Safety, Emergency Preparedness and related services to the Police Department.

- | | | |
|---|---------------------|------------------------|
| 6. <u>PERSONALIZED CLASSIC, INC.</u>
Contract No. 06000 – Recreation Uniforms – Recreation and Parks – Req. No.: R872967 | <u>\$ 27,354.50</u> | <u>Selected Source</u> |
|---|---------------------|------------------------|

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

This Vendor is the lowest bidder out of three Vendors. The period of the award is May 10, 2021 through December 31, 2021. The above amount is the City’s estimated requirement.

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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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, 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>JESCO, INC.</u>	<u>\$2,000,000.00</u>	<u>Correction</u>
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Contract No. 06000 – John Deere Forestry and Construction Equipment – Department of General Services – Fleet – P.O. No.: P541625

On November 8, 2017, the Board approved an initial award in the amount of \$2,500,000.00. Subsequent actions have been approved. On June 9, 2021, the Board approved an increase of Contract Number 06000 for \$2,000,000.00. When applying the aforementioned approved Board Action, the system identified funding transferred to the contract on July 22, 2019. There is no Board approved action to support the additional funds. Therefore, the Bureau is requesting corrective action on the recent increase approval on June 9, 2021 approval to reflect the total amount of the contract. The corrective action will bring the total amount of the contract, pending corrective action, to \$6,500,000.00. The contract expires on November 7, 2022, with no renewal options.

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 invoice is recommended.

MBE/WBE PARTICIPATION:

On September 29, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR **AMOUNT OF AWARD** **AWARD BASIS**

Bureau of Procurement – cont’d

MWBOO GRANTED A WAIVER ON SEPTEMBER 29, 2017.

- 8. EAST COAST EMERGENCY
LIGHTING INC. \$ 0.00 Extension
 Contract No. B50004602 – Emergency Vehicle Lighting and Accessories –
 Department of General Services – Fleet – P.O. No.: P537056

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On September 14, 2016, the Board approved the initial award in the amount of \$3,000,000.00. The award contained two renewal options. Two renewals have been exercised. An extension is necessary to allow the agency to prepare a scope of work, specifications and submit for a new solicitation. The contract expires on September 30, 2021. The period of the extension is October 1, 2021 through March 31, 2022. The above amount is the City’s estimated requirement.

MBE/WBE PARTICIPATION:

On June 13, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JUNE 13, 2016.

- 9. ALAN TYE & ASSOCIATES,
LLC \$ 0.00 Extension
 Contract No. B50005495 – Parts Service and Maintenance for In Ground and Above
 Ground Lifts – Department of General Services – Fleet - P.O. No.: P545182

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On September 12, 2018, the Board approved the initial award in the amount of \$200,000.00. On May 6, 2020, the Board approved an increase in the amount of \$150,000.00. An extension is necessary to allow the agency to develop a scope of work, specifications to request a solicitation. The contract expires on September 9, 2021. The period of the extension is September 10, 2021 through March 31, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 19, 2017, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON DECEMBER 19, 2017.

10. **ITEM #16**

LAWMEN SUPPLY COMPANY, INC.	\$ 3,000.00
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ITEMS #2-4, 7, 10 & 15

HOWARD UNIFORM COMPANY, INC.	144,000.00
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ITEMS #1, 5, 8, 9, 11-14

F&F & A. JACOBS & SONS, INC.	<u>183,000.00</u>
	<u>\$300,000.00</u>

Extension

Contract No. B50003266 – Police Uniforms - Baltimore Police Department – P.O. Nos.: P526078, P526079 and P5260980

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On January 8, 2014, the Board approved the initial award in the amount of \$670,000.00. The award contained four renewal options. Subsequent actions have been approved and four renewals have been exercised. This extension is necessary to allow the Police Department to continue to purchase the needed uniforms while a new solicitation is being prepared. The contract expired on May 2021. The period of the extension is May 2, 2021 through April 30, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 27, 2013, MWBOO determined that no goals would be set as there was no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON SEPTEMBER 27, 2013.

- 11. APPLIED TECHNOLOGY SERVICES, INC.
- DATA CONNECT ENTERPRISE, INC.
- DIGICON CORPORATION
- NU-VISION TECHNOLOGIES LLC
- USC/CANTERBURY CORP.
- CDW GOVERNMENT LLC
- DATA NETWORKS OF AMERICA, INC.
- EN-NET SERVICES, L.L.C.
- INSIGHT PUBLIC SECTOR, INC.
- DALY COMPUTERS, INC.
- DISYS SOLUTIONS, INC.
- KNIGHT POINT SYSTEMS, LLC.
- STAR COMPUTER SUPPLY, LLC

\$7,000,000.00

Renewal

Contract No. B50004090 – Network Hardware – Mayor's Office of Information Technology, Departments of Public Works, Transportation, etc. – P.O. Nos.: P536793, P536792, P536791, P536790, P536789, P536788, P536787, P536786, P536785, P536784, P536783, P551289 and P536772

AGENDA

BOARD OF ESTIMATES

8/25/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

On August 17, 2016, the Board approved the initial award in the amount of \$20,000,000.00. The award contained five 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This first renewal in the amount of \$7,000,000.00 is needed to continue maintaining and upgrading the City's network infrastructure (e.g. servers, storage area networks, etc.). The period of the renewal is August 17, 2021 through August 16, 2022, with four 1-year renewal options at the sole discretion of the City. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 18, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON NOVEMBER 18, 2015.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Bureau of Procurement – Pay Confirming Invoices

ACTION REQUESTED OF B/E:

The Board is requested to approve payment of outstanding invoices incurred on Contract No. 06000 – Infrastructure & InfoSec Initiatives with Microsoft Corporation, Microsoft Enterprise Services – Baltimore City Office of Information and Technology – P.O. No.: R876487.

AMOUNT OF MONEY AND SOURCE:

\$66,918.94 – 1001-000000-1474-165700-603018

BACKGROUND/EXPLANATION:

The requested action is an approval to pay confirming invoices to make a final payment for these services. The agency had a previous PO with the Vendor for separate services, however, it mistakenly continued with new services believing the previous PO covered all. Once discovered that new services were not included on the previous PO, the agency submitted a request to cover unauthorized procurement. Authority is requested to pay outstanding invoices.

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 invoice is recommended.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/25/2021

Bureau of the Budget and Management Research (BBMR) – Grant Award and Appropriation Adjustment Order No. 002

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Department of Human Services, Centers for Disease Control and Prevention for the project entitled, “Addressing COVID-19 Health Disparities in Baltimore City”. The period of the Grant Award is June 1, 2021 through May 31, 2023.

The Board is further requested to approve the Appropriation Adjustment Order (AAO) No. 002 to transfer Unallocated Federal grant funds within the Health Department from Service 715: Administration, Health to Service 315: Emergency Services - Health.

AMOUNT OF MONEY AND SOURCE:

\$6,732,376.00 – From: 4000-400022-3001-815000 (Service 715 – Administration)
4000-400021-3001-815000

To: 4000-446722-3150-811500 (Service 315 – Emergency Services)

BACKGROUND/EXPLANATION:

The transfer is necessary in order to provide funding to address COVID-19 related health disparities and advance health equity by expanding state, local, U.S. territorial, and freely associated state health department capacity and services.

The transfer is necessary to provide appropriation for this grant. Due to budget formulation being completed prior to receipt of this grant, initially funding was appropriated within an unallocated account in the Fiscal 2021 and Fiscal 2022 Ordinance of Estimates. With this AAO, funding will be moved from these unallocated grant sources in accordance with the actual grant award.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

EXTRA WORK ORDERS

* * * * *

The Board is requested to approve the
Extra Work Orders
as listed on the following pages
45 - 47

The EWOs have been reviewed and approved
by the Department of
Audits, CORC, and MWBOO
unless otherwise indicated.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

EXTRA WORK ORDERS

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

Department of Public Works/Office of Engineering & Construction (DPW)

- | | | | | |
|----|--|--------|------------------------|--------------|
| 1. | EWO #001, \$1,750,000.00 – WC 1402, Urgent Need Water Infrastructure Rehabilitation and Improvements – Phase I-FY 20 | | | |
| | \$5,115,226.00 | \$0.00 | Metra Industries, Inc. | 7 Months 74% |

The Office of Engineering & Construction is requesting a Change Order to continue addressing water emergencies including water main repairs and replacement, valve and hydrant replacements at various locations in Baltimore City and County. Under this Change Order, a non-compensable time extension of seven months and additional funding is requested. The extra time and funding is needed because the replacement of Contract No. WC 1410 is taking longer to be executed during the pandemic of COVID-19. Under the current circumstances and threat of COVID-19, it is unlikely that the procurement of Contract No. WC 1410 will be fully executed in time before the current Contract No. WC 1402 expires. The time extension of work is at the original bid prices under the contract. The new completion date is December 20, 2021. The EWO is within the original scope of work and was requested by the Agency.

The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

MBE/WBE PARTICIPATION:

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

MBE: 13%

WBE: 5%

THE EAR WAS APPROVED BY MWBOO ON JUNE 14, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

EXTRA WORK ORDERS

Contract <u>Awd. Amt.</u>	Prev. Apprvd. <u>Extra Work</u>	<u>Contractor</u>	Time <u>Ext.</u>	% <u>Compl.</u>
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DPW – cont'd

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 912,550.66 Revenue Bond	9960-910078-9558 Water Infra Rehab Urgent	
712,849.34 Revenue Bond	9960-936001-9558 Construction Reserve	
298,738.75 <u>Revenue Bond</u>	9960-910078-9558 Water Infra Rehab Urgent	
\$1,924,138.75	-----	9960-900082-9557-2 Extra Work

The transfer will cover the construction costs for Contract No. WC 1402, Urgent Need Water Infrastructure Rehabilitation and Improvements – Phase I – FY 20.

Baltimore City Department of Recreation and Parks (BCRP)

3. EWO #002, \$13,577.34 – RP 18824, Renovations to the Towanda Recreation Center

\$570,000.00	\$0.00	Bensky Construc- tion Co., Inc.	115 Days	95%
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This authorization request is necessary for an EWO that combines several work activities under a “Force Account” order per Green Book, Page Nos. 57 and 58, sections 01-26-46, sub-section C&D. These combined modifications consist of; 1.) asbestos testing in the front lobby and gang area; 2.) the door area No. 102

AGENDA

BOARD OF ESTIMATES

8/25/2021

EXTRA WORK ORDERS

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

BCRP – cont'd

removal, repair, and re-install door frames with hardware; 3.) door areas Nos. 103a and 103b, removal, repair, and re-install door frames with hardware; and 4.) door area No. 104c; removal, repair, and re-install door frames with hardware. Inclusive in this authorization for this EWO will be the addition of hardware not in contract that repaired frames will receive.

Lastly, the BCRP has requested a non-compensatory time extension of 115 days for the Contractor to accommodate the completion of this additional work. (Exhibits submitted page(s) 6 through 35, for Contractor and Owner’s computation of force account breakdown and costs for this EWO).

This change order was requested by the BCRP. This item is within the original scope of the advertised contract. The was previous time extension for 30 days with a completion date of May 9, 2021. This request will extend the new completion date to September 1, 2021.

MBE/WBE PARTICIPATION:

Bensky Construction Co., LLC will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which was:

MBE: 22%

WBE: 9%

The current MBE attainment is 18.89% of the 22% goal and the WBE is 10.92% of the 9% goal.

THE EAR WAS APPROVED BY MWBOO ON JUNE 14, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of General Services (DGS) – Use of Cooperative Purchase for Energy Performance Contract under MD IDC v8.0

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the use of a State of Maryland (the “State”) Indefinite Delivery Contract (“IDC”) for Energy Performance Contracts (“EPCs”). This request precedes the initiation of any specific project.

AMOUNT AND SOURCE OF FUNDS:

N/A

No additional funds are required as part of this request

BACKGROUND/EXPLANATION:

The DGS has two projects in development for EPCs at a value of over \$13,000,000.00 and requests permission to use the State’s IDC contract. The City has used this contract mechanism since 2006 to fund over \$100,000,000.00 in energy projects. Due to the nature of the contract, the City can add its own minority business and City-specific requirements onto the IDC. Per the requirements of the IDC, the pre-qualified vendors with the State compete for project from municipalities. The City can reduce its labor cost and time by using the MD EPC IDC.

EPCs are a contracting mechanism where a building owner enters a partnership with an Energy Service Company (“ESCO”) to design, build, and maintain energy conservation measures at select locations. The mechanism is designed to be budget neutral, as the operational savings offset the financing costs. The contractor provides a financial guarantee that the savings will be realized. If the savings are not delivered, the ESCO is responsible to issue a payment in the amount of the deficit.

The State publicly pre-qualifies ESCOs for an IDC every four years. It is currently on version 8.0, which was approved by the State Board of Public Works on March 2019. The State’s procurement review team uses the verified results from \$300,000,000.00 in EPCs to inform their pre-qualification of vendors under the IDC. The City does not have access to the same amount of information on vendors.

The Board’s approval for proceeding is solely to initiate the bid process. Any award will return to the Board of Estimates for approval.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of General Services – cont'd

MBE/WBE PARTICIPATION:

Not applicable

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Homeless Services – Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with St. Vincent De Paul of Baltimore, Inc. The period of the agreement is April 1, 2021 through March 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,149,939.00 - 4000-407020-3573-789300-603051

BACKGROUND/EXPLANATION:

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Program. St. Vincent de Paul of Baltimore, Inc. will provide rental assistance and supportive services to 68 individuals and/or families experiencing homelessness in the City of Baltimore. Services will be provided under their Home Connections Plus Program.

The agreement is late because of a delay in receiving the grant award from HUD.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor’s Office of Homeless Services (MOHS) – Third Amendment to the Homelessness Solutions Program Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Amendment to the Homelessness Solutions Program Grant Agreement with the Maryland Department of Housing and Community Development. The no-cost Amendment extends the period of the Agreement through December 31, 2021.

AMOUNT OF MONEY AND SOURCE:

\$0.00 – 5000-529119-3571-333700-405001

BACKGROUND/EXPLANATION:

On January 16, 2019, the Board approved acceptance of an award from the State of Maryland Department of Housing and Community Development in the amount of \$2,155,255.00 for the period July 1, 2018 through September 30, 2019.

The MOHS executed a Homelessness Solutions Program Grant Agreement dated November 14, 2018. The original grant period was from July 1, 2018 through June 30, 2019. An Amendment to the original Agreement dated May 14, 2019 (the First Amendment) extended the period of the grant through September 30, 2019 and increased the amount of the grant to \$2,161,584.06.

A Second Amendment, dated January 7, 2020 (the Second Amendment), together with the original Agreement and the First Amendment extended the period of the grant award in order for all the Grantees to be reimbursed for eligible expenses incurred through March 30, 2020.

The Third Amendment (the Third Amendment) creates a no-cost extension to allow for the expenditure of grant funding through December 31, 2021. The grant will provide funding for Rapid Re-Housing, Eviction Prevention, Shelter and Essential Services, and the Homeless Management Information System.

AGENDA

BOARD OF ESTIMATES

8/25/2021

MOHS – cont'd

The Third Amendment is late because of delays in obtaining the amended grant award from the State of Maryland Department of Housing and Community Development.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

(The Third Amendment to the Homelessness Solutions Program Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

8/25/2021

Mayor's Office of Homeless Services (MOHS) – Ratification of Amendment to the Homelessness Solutions Program Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Amendment to the Homelessness Solutions Program Grant Agreement (Amendment) with the Maryland Department of Housing and Community Development (DHCD). The no-cost Amendment extends the period of the Agreement through February 28, 2022.

AMOUNT OF MONEY AND SOURCE:

\$0.00 – 5000-529120-3571-327200-405001

BACK/GROUND/EXPLANATION:

On October 16, 2019, the Board approved the original grant agreement with the DHCD for the period July 1, 2019 through June 30, 2020.

The MOHS was awarded funds under the Homelessness Solutions Program. Through this program, sub-recipients provide and operate housing assistance and or supportive services to homeless individuals and families experiencing homelessness in the City of Baltimore. The DHCD issued a no-cost extension of the grant funding and changed the award end date from June 30, 2020 to February 28, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

AUDITS NOTED THE NO-COST TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Audits – Audit Report

The Board is requested to **NOTE** receipt of the following Audit Report:

1. The Department of General Services Biennial Performance Audit Fiscal Years Ended June 30, 2020 and 2019.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Office of Equity and Civil Rights (OECR) – Ratification and Contract Modification

ACTION REQUESTED OF B/E:

The Board is requested to ratify a contract with the Equal Employment Opportunity Commission (EEOC). The period of the contract is October 1, 2019 through September 30, 2021. The Board is also requested to approve and authorize the execution of a Modification of the contract with the EEOC. The modification extends the period of performance of the contract from October 1, 2021 to September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$50,760.00 – 6000-608820-1561-171500-603013

BACK/GROUND/EXPLANATION:

On October 1, 2019, the Office of Equity & Civil Rights, through the Community Relations Commission (CRC), entered into Contract #45310020C0037 with the EEOC. The EEOC is authorized by statute to use the services of State and Local Fair Employment Practices Agencies (FEPAs) to assist in meeting its statutory mandate to enforce Title VII of the Civil Rights Act of 1964, as amended; the Age Discrimination in Employment Act of 1967, as amended; the Americans with Disabilities Act of 1990, as amended; and the Genetic Information Nondiscrimination Act of 2008. Contract #45310020C0037 was never presented to the Board of Estimates for approval because of an administrative oversight by the previous administration. The Office of Equity & Civil rights now respectfully requests the Board to ratify this contract.

The Board is also requested to approve a modification to Contract #45310020C0037 to extend the period of performance. With this modification, the CRC, as a FEPA, will process and resolve 62 charges of discrimination, provide intake services for two (2) charges of discrimination, and submit a written proposal detailing a joint EEOC/FEPA enforcement, outreach, or training activity in support of a strategic enforcement plan or district complement plan prior to September 30, 2022.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

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 properties located at 2435 Edmondson Avenue (Block 2205, Lot 018) and 2439 Edmondson Avenue (Block 2205, Lot 020) to Dahlak Partners LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 – 2435 Edmondson Avenue
5,000.00 – 2439 Edmondson Avenue
\$10,000.00 – Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest to 2435 and 2439 Edmondson Avenue for \$5,000.00 per property to Dahlak Partners LLC. The total sale price is \$10,000.00, which will be paid to the City of Baltimore at settlement. The purchase and improvements to the site will be financed through private sources.

The Developer proposes to purchase the vacant buildings at 2435 and 2439 Edmondson Avenue to rehabilitate as market-rate rental properties.

The City is authorized to dispose of the Properties by virtue of Article II, Section 15 of the Baltimore City Charter, and Article 13, § 2-7 (h) of the Baltimore City code. The properties at 2435 and 2439 Edmondson Avenue were journalized and approved for sale on December 12, 2012.

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City. The Waiver Valuation Process valued the properties at \$8,500.00 each and they will sell for \$5,000.00 each for a total price of \$10,000.00 for the following reasons:

AGENDA

BOARD OF ESTIMATES

8/25/2021

DHCD – cont'd

- the sale will serve a specific benefit to the immediate community,
- the sale will help to eliminate blight, and
- the sale will return the properties 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

8/25/2021

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 properties located at 3717 and 3734 Manchester Avenue (Block 4609 Lots 063 and 068) to TK & CK Enterprises, Developer.

AMOUNT OF MONEY AND SOURCE:

\$3,250.00 – 3717 Manchester Avenue
3,250.00 – 3734 Manchester Avenue
\$6,500.00 – Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest to 3717 and 3734 Manchester Avenue to TK & CK Enterprises for the total price of \$6,500.00 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 properties located at 3717 and 3734 Manchester Avenue to fully renovate as single-family dwellings and sell to homeowners for use as their primary residence.

The authority to sell the properties located at 3717 and 3734 Manchester 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 at 3717 Manchester Avenue was journalized on December 22, 2010.

DHCD – cont'd

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City. The Waiver Valuation Process valued the properties at \$6,300.00 each and they will sell for \$3,250.00 each for a total price of \$6,500.00 for the following reasons:

- 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 properties 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

8/25/2021

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 property located at 1136 Myrtle Avenue to Mr. Raymond Nelson, Developer.

AMOUNT OF MONEY AND SOURCE:

\$6,000.00 – Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1136 Myrtle Avenue, a vacant building, to Mr. Nelson for the price of \$6,000.00, which will be paid to the City of Baltimore at the time of settlement.

The Developer proposes to purchase the vacant building at 1136 Myrtle Avenue for complete rehabilitation as a single-family home, to be sold at market rate.

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

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

In accordance with the Appraisal policy of Baltimore City, a Waiver Valuation determined 1136 Myrtle Avenue to be valued at \$12,000.00 and it will be sold for \$6,000.00. The property is being sold below the Waiver Valuation for the following reasons:

- the sale will serve a specific benefit to the immediate community,
- the sale will eliminate blight, and
- the sale will return the property to the tax rolls.

AGENDA

BOARD OF ESTIMATES

8/25/2021

DHCD – cont'd

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

8/25/2021

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment (Amendment) to the Memorandum of Understanding (MOU) among the Mayor and City Council of Baltimore, City of Annapolis, Baltimore County, Harford County, Howard County, Anne Arundel Community Development Services, Inc., and the Baltimore Metropolitan Council (BMC). The Amendment extends the period of the Agreement through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$85,500.00 – 2089-208921-5930-818284-0607001 (CDBG – 46)

BACKGROUND/EXPLANATION:

On March 20, 2019, the Board approved an MOU by and among the City, other regional participating jurisdictions, and the BMC. The MOU provided Community Development Block Grant (CDBG) funding to support a BMC staff position to coordinate the implementation of the action steps established to address identified regional impediments to fair housing as set forth in the new Baltimore Regional Fair Housing Action Plan.

This Amendment to the MOU increases the City’s contribution toward BMC’s staff support to \$28,500.00 annually for three years and extends the period of the original agreement through June 30, 2023.

MWBOO GRANTED A WAIVER ON JULY 27, 2021.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Derick R. Howard, Jr. for an amount that is less than the lien amount for the property known as 701 Dolphin Street, (Block 0430, Lot 001).

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes and Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
701 Dolphin Street	\$7,000.00	\$1,298.00	\$55,156.20	\$7,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate on October 28, 2020 for 7 Dolphin Street in the total amount of \$55,156.20.

Derick R. Howard, Jr. has offered to purchase the Tax Sale Certificate for 7 Dolphin Street for \$7,000.00, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$ 7,000.00 covers the flat taxes and water for the property. Other charges include \$ 16,935.79 for interest and penalties, \$ 3,000.00 for environmental citations, \$3,881.02 for alley/footways, and \$5,905.40 for property registration.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Real Estate – Fourth Renewal of License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the fourth 1-year renewal option to License Agreement with The Towers of Harbor Court Condominium, Licensor, and the Mayor and City Council of Baltimore, Licensee, for the rental of a portion of the premises located at 10 E. Lee Street, being the roof of the East Tower building consisting of approximately 841 Square feet. The period of the renewal is October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

<u>Annually</u>	<u>Monthly</u>
\$90,341.76	\$7,528.48

Account: 2042-000000-1474-798100-603013

BACKGROUND/EXPLANTION:

On October 25, 2017, the Board approved a License Agreement with the Towers of Harbor Court for an initial term of one year commencing October 1, 2017 and terminating September 30, 2018 with an option to renew for nine terms of 1-year.

On September 26, 2018, the Board approved the first renewal. On September 18, 2019, the Board approved the second renewal. On October 28, 2020, the Board approved the third renewal.

The demised premises are used for the operation and maintenance of antennas in conjunction with the 800-Megahertz system for the Fire and Police Departments of Baltimore City.

All other terms and conditions of the License Agreement executed October 28, 2017 remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Real Estate – Rescission of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to rescind and reapprove the 1st renewal option of a Lease Agreement with TierPoint Maryland, LLC, Tenant, for the rental of the property known as the portion of the paved Baltimore City public area (directly adjacent to 1401 Russell Street) under the Russell Street Viaduct, containing 1,960 square feet.

AMOUNT OF MONEY AND SOURCE:

Rent for the 1st renewal option is as follows:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
October 15, 2021	\$15,171.23	\$1,264.27
October 15, 2022	\$15,626.37	\$1,302.20
October 15, 2023	\$16,095.16	\$1,341.26
October 15, 2024	\$16,578.02	\$1,381.50
October 15, 2025	\$17,075.36	\$1,422.95

BACKGROUND/EXPLANATION:

On December 21, 2016, the Board approved the original agreement for five years with two 5-year renewals. On July 21, 2021, the Board of approved the 1st renewal term for five years, commencing October 15, 2021 and terminating October 14, 2025, with the right to renew for two 5-year terms.

The Board is requested to rescind the 1st renewal option approved on July 21, 2021 and reapprove the 1st renewal option. This rescission is due to the incorrect termination date. The correct period of the lease renewal is October 15, 2021 terminating October 14, 2026.

All other terms, conditions and provisions of the Lease Agreement dated December 21, 2016 will remain in full force and effect.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Real Estate – 4th Amendment to Sublease Agreement

ACTION REQUESTED OF B/E

The Board is requested to approve and authorize execution of a 4th Amendment to Sublease Agreement between The United Way of Central Maryland, Inc., Sublandlord, and the Mayor and City Council of Baltimore, Subtenant, for the rental of a portion of the property known as 1800 Washington Boulevard, consisting of approximately 600 sq. ft. This 4th Amendment to Sublease Agreement extends the period of the agreement from June 30, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

The rental shall be as follows:

<u>Annually</u>	<u>Monthly</u>
\$11,701.01	\$975.08

Account: 4000-486322-1772-180300-603013

BACKGROUND/EXPLANATION:

On February 15, 2017, the Board approved the Sublease Agreement between The United Way of Central Maryland, Inc., Landlord and the Mayor and City Council of Baltimore, Tenant.

The Subleased Premises will be used as offices by the Baltimore City’s Head Start Program under the Mayor’s Office of Children & Family Success. The Sublease Agreement commenced March 1, 2017 and terminated June 30, 2018.

On May 30, 2018, the Board approved the 1st Amendment to Sublease Agreement to extend the term of the sublease from June 30, 2018 to June 30, 2019. On June 19, 2019, the Board approved the 2nd Amendment to Sublease Agreement to extend the term of sublease from June 30, 2019 to June 30, 2020. On July 1, 2020, the Board approved the 3rd Amendment to Sublease Agreement to extend the term of the sublease from June 30, 2020 to June 30, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Department of Real Estate – cont'd

All other rentals, conditions, and provisions of the Sublease Agreement dated February 15, 2017, amended May 30, 2018, amended June 19, 2019, and amended July 1, 2020, shall remain in full force and effect.

The Space Utilization Committee approved this 4th Amendment to Sublease Agreement at its meeting on July 2, 2021.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

69 - 72

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

In connection with the Transfers 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

8/25/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | |
|----|---|-----------------------------|---------------|
| 1. | B50005926, Police and
Fire Exam Consultant | National Testing
Network | \$ 388,340.00 |
|----|---|-----------------------------|---------------|

(Human Resources
Department)

On April 27, 2021, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON APRIL 27, 2021.

Department of Transportation

- | | | | |
|----|---|-----------------------------|----------------|
| 2. | TR 20303, Frederick Avenue
Slope Stabilization | P. Flanigan & Sons,
Inc. | \$1,694,197.25 |
|----|---|-----------------------------|----------------|

DBE GOALS WERE SET AT 30%.

DBE:	Priority Construction Corporation	\$379,580.90	22.40%
	CBY Enterprises, Inc.	29,500.00	1.74%
	Powell's Trucking Co., Inc.	29,500.00	1.74%
	B&J Sweeping & Sons, Inc.	30,000.00	1.77%
	Priceless Industries, Inc.	39,800.00	2.35%
		<u>\$508,380.90</u>	<u>30.00%</u>

3. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,200,000.00 Fed	9950-904140-9509 Construction Reserve Frederick Avenue Slope Stable Wall	
300,000.00 3 rd Parks & Public Facilities	" "	

AGENDA

BOARD OF ESTIMATES

8/25/2021

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>
89,665.37 GF (HUR)	9950-916025-9509 Construction Reserve W. North Ave. Bentalou/Ellamont	
358,661.47 <u>Fed</u>	9950-944002-9507 Construction Reserve Reserve for Closeouts	
\$1,948,326.84		
\$1,694,197.25	-----	9950-925015-9506-6 Structure & Improvements
169,419.73	-----	9950-925015-9506-5 Inspection
<u>84,709.86</u> \$1,948,326.84	-----	9950-925015-9506-2 Contingencies Frederick Ave. Slo Re TR 20303

This transfer will fund the costs associated with the award of Project No. TR 20303, Frederick Avenue Slope Stabilization with P. Flanigan & Sons, Inc. in the amount of \$1,694,197.25.

AGENDA

BOARD OF ESTIMATES

8/25/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

- 4. RP 20812, Pimlico Athletic Fields DSM Properties, LLC \$ 595,000.00

MWBOO SET GOALS OF 14% FOR MBE AND 8% FOR WBE.

MBE: Priority Construction Corporation	\$47,000.00	7.90%
Powell's Trucking Company, Inc.	15,000.00	2.52%
Best Fence, LLC	<u>22,000.00</u>	<u>3.70%</u>
Total	\$84,000.00	14.12%
WBE: Empire Landscape, LLC	\$25,000.00	4.20%
DSM Properties, LLC*	<u>23,800.00</u>	<u>4.00%</u>
Total	\$48,800.00	8.20%

*Indicates Self-Performance.

MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 24, 2021.

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 57,970.26	9938-913001-9475	
Unallocated	Unallocated R&P	
Pimlico LIA-VLT	Reserve	
160,000.00	9938-909066-9475	
Pimlico LIA-VLT	NW Park Improvements	
	Reserve	

AGENDA

BOARD OF ESTIMATES

8/25/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
382,000.00 <u>Pimlico LIA-VLT</u>	9938-912067-9475 Pimlico Safety Academy Reserve	
\$ 599,970.26	-----	9938-913067-9474 Pimlico Safety Academy Active

This transfer will provide funds to cover the costs associated with the award of Contract No. RP 20812, Pimlico Athletic Fields to DSM Properties, LLC.

Department of General Services

- 6. GS 19812, Fire Station 5 Roof Replacement Nastos Construction, Inc. \$ 319,750.00

MWBOO SET GOALS OF 18.58% FOR MBE AND 5.64% FOR WBE.

MBE: Nastos Construction, Inc.*	\$143,145.00	45.00%
WBE: Hidden Levels, LLC	\$ 20,000.00	6.25%

*Indicates Self-Performance

MWBOO FOUND VENDOR IN COMPLIANCE ON AUGUST 17, 2021.

- 7. GS 19819, Eastern Clinic Roof Replacement CitiRoof Corporation \$ 690,300.00

MWBOO SET GOALS OF 19% FOR MBE AND 6% FOR WBE.

MBE: Ironshore Contracting, LLC.	\$131,157.00	19.00%
WBE: Tegeler Construction & Supply	\$ 41,418.00	6.00%

MWBOO FOUND VENDOR IN COMPLIANCE ON JULY 1, 2021.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Office of the Comptroller – Draft Board of Estimates Regulations

ACTION REQUESTED OF B/E:

The Board is requested to approve a draft of the Board of Estimates Regulations. The draft Regulations, once adopted in final form, will function similarly to by-laws for the Board.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In January 2021, the Comptroller began a collaborative process, in partnership with the other members of the Board of Estimates, to develop Regulations to govern the operations of the Board. The draft Regulations submitted to the Board for approval address, among other matters, the number of times the Board will meet each month, procedures for noting and requesting deferrals, provisions for calling special meetings, and processes for accommodating requests by members of the public to speak at meetings.

After the Board approves the draft regulations, they will be published for 30 days as required under the City's Administrative Procedure Act to allow the public to submit comments on the draft. They will be published online at the Law Department's "Proposed Agency Regulations" page at <https://law.baltimorecity.gov/proposed-regs>. They will then be submitted to the Board of Estimates in final form before taking effect.

MBE/WBE PARTICIPATION:

N/A

PERSONNEL MATTERS

* * * * *

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

75 - 77

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

8/25/2021

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Environmental Control Board (ECB)</u>		
1. LAYLA SAID	\$90.00 for 855 hours	\$ 76,950.00 (not to exceed)

Account: 1001-000000-1170-138600-601009

Ms. Said will continue to work as a Contract Services Specialist II. Her 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., conducting hearings for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128. et seq. of the Building, Fire, and related codes of Baltimore City, which permits the Commissioner of Housing to designate a hearing officer for administrative review of a certain agency decision. In addition to the foregoing services, the Hearing Officer may, from time to time at the request of 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. The period the agreement is effective upon Board approval for one year.

Fire Department

2. SEBASTIANA GIANCI	\$60.34 for 2,080 hours	\$125,507.20 (not to exceed)
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Account: 1001-000000-2131-228200-601009

Ms. Gianci will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to assisting the City’s Health Commissioner and the Director of the Mayor’s Office of Emergency Management in identifying key challenges and opportunities in developing and implementing effective responses to safety issues and preventative measures to ensure continuity of operations for City services during COVID-19. She will also be responsible for advising on setting clear and challenging goals for public and internal-facing departments ensuring these functions collaborate and create efficient cross-functional processes and teams to work effectively, driving performance by actively leading and managing the culture change necessary for creating a best-in-class safety system and acting as a change agent. The period of the agreement is effective upon Board approval or September 2, 2021, whichever one comes later.

AGENDA

BOARD OF ESTIMATES

8/25/2021

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
3. CURLEEN DAVIS	\$25.00 for 1,776 hours	\$ 44,400.00 (not to exceed)

Account: 4000-433522-3024-268400-601009

Ms. Davis will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to overseeing the day-to-day operations of a senior center which includes building management, establishing program goals, planning, coordination, and approving program activities for independent seniors in a senior center setting, and maintaining and adhering to City procurement processes. The period of the agreement is August 25, 2021 through August 24, 2022.

4. JASMINE SMITH	\$20.20 for 1,040.00 hours	\$ 21,008.00 (not to exceed)
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Account: 4000-403321-3001-568000-601009

Ms. Smith will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to maintaining and updating the data tracking system to monitor entries from clinical partner sites as well as HealthCare Access Maryland, assisting in picking up completed screens from the clinical delivery sites, and updating the data entry and reporting standards of protocol as required. She will also work closely with the Accountable Health Community team to identify challenges and overcome barriers in Centers for Medicare & Medicaid Services data reporting, organizing existing data system files, identifying existing resource inventories, and incorporate them into the tool. She will also assist in the development of the AHC Gap Analysis and Quality Improvement Plan and work with social service providers, city agencies, and the AHC team. The period of the agreement is effective upon Board approval for one year.

Mayor's Office Homeless Services

5. DERRICK JOHNSON	\$20.00 for 1,664 hours	\$ 33,280.00
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AGENDA

BOARD OF ESTIMATES

8/25/2021

PERSONNEL

Hourly Rate

Amount

Mayor’s Office Homeless Services – cont’d

Account: 1001-000000-3574-327200-601009

Mr. Johnson will continue to work as a Contract Services Specialist II. His duties will include but are not limited to determining current levels and the amount of bed space available for each winter shelter provider; coordinating transportation for individuals and families seeking shelter during winter shelter declaration days; coordinating hourly communications with street outreach and hospitals to ensure all clients are able to access shelters; maintaining accurate records of coordination and communication, and recording and submitting daily winter shelter census to the Emergency Services Coordinator.

Mr. Johnson had an increase in service demand due to the pandemic. The emergency services unit is a little over a year old, and the unit is expanding to meet the demanding needs of Baltimore constituents. This is an 11% increase in the hourly rate from the previous contract. The period of the agreement is effective upon Board approval for one year.

6. Create the following position

Classification: Grant Services Specialist II
Job Code: 10216
Grade: 919 (\$30,254.00 - \$60,682.00)
Position No.: To be determined.

Costs: \$58,240.00 – 4000-438320-3574-327200-601001

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

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Board of Elections</u>			
1. Michael Thompson	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 21 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$2,275.84
Mr. Thompson will be disbursed \$2,050.84.			
2. Joyce Smith	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,916.99
Ms. Smith will be disbursed \$1,691.99.			
3. Bruce Luchansky	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$2,164.49
Mr. Luchansky will be disbursed \$1,939.49.			

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Board of Elections – cont'd</u>			
4. Abigail Goldman	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 29, 2021 (Reg. Fee \$225.00)	General Fund	\$2,234.29
Ms. Goldman will be disbursed \$2,009.29.			
5. Evette Matthews	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$2,206.99
Ms. Matthews will be disbursed \$1,981.99.			
6. Samuel McAfee	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,878.79
Mr. McAfee will be disbursed \$1,653.79.			
7. Wendy Paige	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,866.29
Ms. Paige will be disbursed \$1,641.29.			

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Board of Elections – cont'd</u>			
8. Tamara Purnell	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$2,206.99
Ms. Purnell will be disbursed \$1,981.99.			
9. Armstead Jones	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,866.29
Mr. Jones will be disbursed \$1,641.29.			
10. Shawn Larson	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,866.29
Mr. Larson will be disbursed \$1,641.29.			
11. Rochelle Lucas	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 22 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,916.99
Ms. Lucas will be disbursed \$1,691.99.			

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
12. Alan Dunklow	Maryland Association of Election Officials Annual Conference Ocean City, MD Aug. 24 – 27, 2021 (Reg. Fee \$225.00)	General Fund	\$1,239.11

Mr. Dunklow will be disbursed \$1,014.11.

The registration fees in the amount of \$225.00 for the foregoing individuals were prepaid by EA No. 000353509.

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

Department of Recreation and Parks

13. Cortney A. Weinstock	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$0.00)	General Fund	\$1,238.62
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The airfare and hotel fees were prepaid on a City-issued credit card assigned to Mr. Kenn King. The registration fee was waived by the NRPA. Ms. Weinstock will be disbursed \$255.00.

14. Edward W. Wheeling, Sr.	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$595.00)	General Fund	\$1,842.94
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The airfare, hotel fees, and registration were prepaid on a City-issued credit card assigned to Mr. Kenn King. Mr. Wheeling will be disbursed \$243.00.

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
15. Reginald R. Moore Sr.	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$595.00)	General Fund	\$1,820.94

The airfare, hotel fees, and registration were prepaid on a City-issued credit card assigned to Mr. Moore. Mr. Moore will be disbursed \$243.00.

16. David D. Mitchell	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$0.00)	General Fund	\$1,247.94
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The airfare and hotel fees were prepaid on a City-issued credit card assigned to Mr. Kenn King. The registration fee was waived by the NRPA. Mr. Mitchell will be disbursed \$243.00.

17. Kendra A. Moore	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$595.00)	General Fund	\$1,842.94
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The airfare, hotel fees, and registration were prepaid on a City-issued credit card assigned to Mr. Kenn King. Ms. Moore will be disbursed \$243.00.

18. Jessica Cook-Thomas	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$595.00)	General Fund	\$1,842.94
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The airfare, hotel fees, and registration were prepaid on a City-issued credit card assigned to Mr. Kenn King. Ms. Cook-Thomas will be disbursed \$243.00.

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
19. Timothy Almaguer	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$595.00)	General Fund	\$1,842.94

The airfare, hotel fees, and registration were prepaid on a City-issued credit card assigned to Mr. Kenn King. Mr. Almaguer will be disbursed \$243.00.

20. Jacia T. Smith	2021 NRPA Annual Conference Nashville, TN Sept. 20 – 23, 2021 (Reg. Fee \$0.00)	General Fund	\$1,225.94
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The airfare and hotel fees were prepaid on a City-issued credit card assigned to Mr. Reginald Moore. The registration fee was waived by the NRPA. Ms. Smith will be disbursed \$243.00.

Baltimore City Council

21. Kristerfer Burnett	Maryland Association of Counties Annual Conference Ocean City, MD Aug. 19 – 20, 2021 (Reg. Fee \$175.00)	General Funds	\$ 564.50
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Mr. Burnett will be disbursed \$334.50.

Mr. Burnett will be driving his City-leased vehicle and does not qualify for mileage reimbursement. The registration fee was prepaid on a City-issued procurement card assigned to Hosea Chew.

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council</u>			
22. Sharon Middleton	Maryland Association of Counties Annual Conference Ocean City, MD Aug. 18 – 21, 2021 (Reg. Fee \$0.00)	General Funds	\$1,261.97

Ms. Middleton is driving her personal vehicle and will be reimbursed \$278.62 for mileage and tolls. The hotel cost was prepaid on a City-issued procurement card assigned to Hosea Chew.

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

23. Odette Ramos	Maryland Association of Counties Annual Conference Ocean City, MD Aug. 18 – 20, 2021 (Reg. Fee \$340.00)	General Funds	\$ 340.00
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Ms. Ramos will be staying with family and is not requesting reimbursement for hotel, meals, mileage, or tolls.

Baltimore City Mayor’s Office

24. Lauron Thomas	Maryland Association of Counties Annual Conference Ocean City, MD Aug. 18 – 20, 2021 (Reg. Fee \$0.00)	Elected Official Expense Account	\$1,491.80
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Ms. Thomas will be disbursed \$160.00.

AGENDA

BOARD OF ESTIMATES

8/25/2021

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Mayor's Office</u>			
25. Christina (Nina) Themelis	Maryland Association of Counties Annual Conference Ocean City, MD Aug. 18 – 20, 2021 (Reg. Fee \$0.00)	Elected Official Expense Account	\$1,639.78

Ms. Themelis is driving her personal vehicle and will be reimbursed \$307.98 for mileage and tolls.

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

26. Natasha Mehu	Maryland Association of Counties Annual Conference Ocean City, MD Aug. 18 – 20, 2021 (Reg. Fee \$0.00)	Elected Official Expense Account	\$1,889.78
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Ms. Mehu is driving her personal vehicle and is will be reimbursed \$307.98 for mileage and tolls.

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

AGENDA

BOARD OF ESTIMATES

8/25/2021

Office of the State’s Attorney – Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds for the Client Protection Fund of the Bar of Maryland, assessments for the prosecutors in the State’s Attorney Office. The payment is for the period September 2021 through August 2022.

AMOUNT AND SOURCE OF FUNDS

\$23,010.00 - 1001-000000-1151-117900-603026

BACKGROUND/EXPLANATION

The Client Protection Fund of the Bar of Maryland was created in 1965 for the purpose of maintaining the integrity and protecting the good name of the legal profession. The Client Protection Fund supported financially by practicing attorneys, reimburses claimants for losses caused by theft of funds by members of the Maryland Bar, acting either as attorneys or as fiduciaries.

Payment of the Client Protection Fund assessment is required to practice law in Maryland. The Baltimore City State’s Attorney Office will cover the mandatory CPF fee for all prosecutors.

This expenditure of funds covers 177 accounts x \$130.00 per account.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

8/25/2021

Baltimore Police Department (BPD) – Professional Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Professional Services Agreement with IDFIVE, LLC. The period of the agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 6000-613821-2013-197800-603026 – Federal Asset Forfeiture Funds.

BACKGROUND/EXPLANATION:

The BPD will use \$500,000.00 to fund the professional services of IDFIVE, LLC to conduct a targeted marketing campaign. The primary purpose is to ensure there are adequate staffing levels of law enforcement officers to provide and improve emergency police services to the citizens of Baltimore City. Through this campaign, the BPD will utilize innovative methods to recruit and retain qualified sworn police officers. IDFIVE, LLC will provide ongoing consulting services through a targeted marketing campaign to assist the BPD in its recruitment efforts.

This is the third contract with IDFIVE, LLC. On December 18, 2018, the Board approved the first contract in the amount of \$200,000.00. On November 3, 2020, the Board approved the second contract in the amount of \$700,000.00. The second contract included a grant award from the Governor's Office of Crime Control and Prevention (GOCCP) for the Police Officer Recruitment and Retention (PRAR) in the amount of \$336,500.00 (the remainder was funded by Asset Forfeiture).

The BPD has been informed from GOCCP that it will be receiving \$500,000.00 for the FY22 PRAR grant. However, the formal grant award necessary for the Board to approve expenditure of funds has yet to be received. Therefore, in an effort to ensure there is no further interruption in the marketing campaign, the BPD seeks approval of this agreement with its \$500,000.00 budget as set forth in Section 6.1.1 of the professional services agreement. If and when the Board approves an additional grant from GOCCP above \$500,000.00 for these professional services, the BPD will seek additional authority from the Board to expend such funds.

The Professional Services Agreement is late because of administrative delays.

AGENDA

BOARD OF ESTIMATES

8/25/2021

BPD – cont'd

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

8/25/2021

PROPOSAL AND SPECIFICATIONS

1. Department of Transportation - TR 17022, Sharp-Leadenhall
Streetscape
BIDS TO BE RECV'D: 09/22/2021
BIDS TO BE OPENED: 09/22/2021

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED