



Nick J. Mosby, *President*  
Baltimore City Council

100 N. Holliday Street, Room 400 • Baltimore, Maryland 21202  
(410) 396-4804 • Fax: (410) 539-0647

## **MEMORANDUM**

To: **Honorable Brandon M. Scott, Honorable Bill Henry,  
Mr. James Shea, Mr. Jason Mitchell**  
From: **Council President Nick J. Mosby**  
Date: **December 13, 2021**  
Re: **Board of Estimates Agenda Items for December 15, 2021 at 9:00am**

The items on the Board of Estimates Agenda for December 15, 2021 are to be assigned as follows:

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

- P 1-2 BOARDS AND COMMISSIONS
- P 3 Department of Telecommunications – Amendment No. 4 to Agreement
- P 4-5 Mayor’s Office of Children & Family Success – Provider Agreement
- P 6-8 TRANSFERS OF FUNDS
- P 9 Department of Real Estate – Second Renewal Option to Lease Agreement
- P 10 Space Utilization Committee – Transfer of Building Jurisdiction
- P 11 Space Utilization Committee – Transfer of Building Jurisdiction
- P 12 Department of Real Estate - Assignment of Tax Sale Certificate
- P 13-16 Bureau of the Budget and Management Research (BBMR) – Supplemental Appropriation
- P 17 Health Department - Two-Month Advance of Funds
- P 18 Health Department – Notices of Grant Awards
- P 19 Health Department – Agreement
- P 20 Department of Transportation – Amendment No. 1 to Grant Agreement
- P 21-22 Department of Transportation – Amendment No. 1 to Grant Agreement
- P 23 Department of Transportation – Memorandum of Understanding
- P 24 Baltimore City Fire Department – Grant Award
- P 25 Baltimore City Fire Department – Grant Award
- P 26 Baltimore City Fire Department – Grant Award
- P 27 Baltimore City Fire Department – Grant Award
- P 28 Baltimore City Fire Department – Grant Award
- P 29 Parking Authority of Baltimore City – Consent to Assignment
- P 30-36 Parking Authority of Baltimore City (PABC) – Demand Based Parking Meter Rate Setting in Mount Vernon
- P 37-38 Mayor’s Office of Homeless Services – Provider Agreements
- P 39 Department of Finance/ Bureau of Risk Management – Renewal of Various FY23 Flood Insurance Policies
- P 40-41 OPTIONS/CONDEMNATIONS/QUICK-TAKES
- P 42-43 Department of Housing and Community Development (DHCD) – Grant Agreement
- P 44 Department of Housing and Community Development - Ratification of CDBG – 46 Agreements
- P 45-46 Department of Housing and Community Development – Lien Release
- P 47 Space Utilization Committee/ Mayor’s Office of Employment Development – Lease Agreement
- P 48 Mayor’s Office of Employment Development (MOED) – Consultant Agreement
- P 49-58 INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS
- P 59-66 EXTRA WORK ORDERS

- P 67 Mayor's Office of Recovery Programs – Inter-agency Agreement
- P 68-69 Department of Recreation and Parks – Task Assignment
- P 70 Baltimore Children & Youth Fund – Bylaws of the Baltimore Children & Youth Fund
- P 77 Department of Public Works/Office of Engineering and Construction - Task Assignment
- P 78 Department of Public Works/ Office of Engineering and Construction - Ratification of Amendment No. 2 to Agreement
- P 79-80 Department of Public Works (DPW) – Expenditure of Funds
- P 81 Employee's Retirement System – Disability Hearings Services Agreements
- P 82 Employees' Retirement System – Investment Management Agreement
- P 83 Department of Law – Settlement Agreement and Release
- P 84-86 RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS
- P 87-89 Department of Human Resources – Modification/Establishment of AM 205-8 Substance Abuse Policy and AM 205-7-1 Severance Pay
- P 90 Office of Equity and Civil Rights – Living Wage Recommendation 2023
- P 91 PROPOSALS AND SPECIFICATIONS
- P 91 Closing

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

- P 71 Office of the Comptroller – Status Report Presentation/Department of Transportation Biennial Performance Audit Findings
- P 72-73 Department of Public Works/ Office of Engineering and Construction (DPW) - Emergency Procurement Agreement
- P 74-75 Department of Public Works/ Office of Engineering and Construction (DPW) - Post Award Services Agreement
- P 76 Department of Public Works/ Office of Engineering and Construction – Transfer of Funds

## **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 DECEMBER 15, 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 DECEMBER 29, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON DECEMBER 29, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON JANUARY 5, 2022.**
5. **THE DEADLINE FOR THE JANUARY 5, 2022, BOARD OF ESTIMATES AGENDA IS TUESDAY, DECEMBER 21, 2021, AT 11:00 A.M.**

## **BOARD OF ESTIMATES' AGENDA – DECEMBER 15, 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:

American Siteworks, LLC	\$ 5,920,000.00
Autumn General Contracting, LLC	\$ 6,480,000.00
Deca, Inc.	\$ 8,000,000.00
DSM Properties, LLC dba DSM Contracting	\$ 8,000,000.00
Durex Coverings, Inc.	\$ 8,000,000.00
Eastcoast Siding, Inc. dba Eastcoast Exteriors	\$ 8,000,000.00
Fox Tapping, Inc.	\$ 1,500,000.00
Garney Companies, Inc.	\$937,340,000.00
Horton Mechanical Contractors, Inc.	\$ 32,330,000.00
John E. Kelly & Sons Electrical Construction, Inc.	\$ 8,000,000.00
Kokosing Industrial, Inc.	\$ 88,850,000.00
Oscar Renda Contracting, Inc.	\$335,550,000.00
Paniagua Enterprises, Incorporated	\$ 8,000,000.00
Preston H. Roberts, Inc.	\$ 8,000,000.00

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**BOARDS AND COMMISSIONS** – cont'd

R.E. Harrington Plumbing and Heating Company, Inc.	\$ 79,950,000.00
Ruff Roofing and Sheet Metal, Inc.	\$ 8,000,000.00
Subsurface Technologies, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Biohabitats, Inc.	Landscape Architect Engineer
DACCO SCI, Inc.	Engineer
Gant Brunnett, Architects, Inc.	Architect
Jacobs Engineering Group, Inc.	Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Telecommunications – Amendment No. 4 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement with RLH SOLUTIONS, LLC. The period of the agreement is January 1, 2022 through March 31, 2022. The Board is also requested to authorize payment by Expenditure Authorization.

**AMOUNT OF MONEY AND SOURCE:**

\$10,500.00 – 2039-000000-1330-158400-603018

**BACKGROUND/EXPLANATION:**

This Amendment No. 4 will allow for completion of pending technical initiatives as a result of the ongoing COVID-19 pandemic, and support for post Voice over Internet Protocol (VoIP) implementation.

The proposed initiatives for this amendment will include but not be limited to the following: evaluate and determine post implementation strategy for contact center applications and user community agency such as library systems; provide financial analysis, service rate planning, and reporting support as needed during the Telecom financial officer vacancy; provide budget to actual revenue/expense reporting orientation and familiarization for new financial officer; work with Telecom to incorporate VoIP project data in the Telecom strategic plan for FY2021-2025; and, finalize disaster recovery plan and develop a post implementation report with financials for the Office of the Comptroller.

**APPROVED FOR FUNDS BY FINANCE**

(The Amendment No. 4 to Agreement has been approved by the Law Department as to form and legal sufficiency.)



## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### Mayor's Office of Children & Family Success – Provider Agreement

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

The Board is requested to approve and authorize execution of a Provider Agreement with Reading Partners, Inc. The period of the agreement is retroactive to July 1, 2021, through June 30, 2022, with two 1-year renewal options.

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

\$121,727.00 - 2026-000000-1090-778300-603026

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

Reading Partners, Inc. will administer a volunteer-based literacy tutoring program for K-3 students in four elementary schools in South Baltimore: Lakeland Elementary and Middle, Arundel Elementary, Cherry Hill Elementary, and George Washington Elementary.

The City's contribution toward this Provider Agreement is from casino Local Impact Grant (LIG) funds designated for South Baltimore communities, as cited in the City's FY22 LIG Spending Plan.

The City's 2015 South Baltimore Gateway Master Plan guides the allocation of LIG funds for use in South Baltimore. The Plan cites 3rd grade reading competency as a community goal and names Reading Partners as a strategic partner in achieving that goal. On December 21, 2016, the Board approved a contract between the Mayor's Office of Human Services and Reading Partners to pilot expanding programs in schools in the Casino Impact Area ("South Baltimore Gateway"). The pilot was successful, and programs continued in three of the schools named above.

On October 23, 2019 (FY20), and again on October 28, 2020 (FY21), the Board approved Provider Agreements between the Mayor's Office of Children and Family Success (MOCFS) and Reading Partners to use LIG funds to expand its work in these schools, resulting in increased volunteer recruitment, online student learning and family engagement. The MOCFS again seeks to contract with Reading Partners for the 2021-22 school year with an increase in LIG funding for the addition of a fourth school.

The agreement is late because of changes in Reading Partners, Inc. and Baltimore City Schools' programs caused by COVID-19, and because of administrative challenges and staff changes within the agency.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Mayor's Office of Children & Family Success – cont'd

**MBE/WBE PARTICIPATION:**

N/A

**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.)

**TRANSFERS OF FUNDS**

\* \* \* \* \*

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

7 - 8

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

12/15/2021

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services (DGS)</u>			
1.	<b>\$400,000.00</b> 1 <sup>st</sup> Public Infrastructure Loan	9916-904255-9194 City Hall Roof Replacement— Reserve	9916-904355-9197 City Hall Roof Replace- ment – Active

The roof at City Hall is aged and has exceeded its useful life. New roofing systems need to be constructed in order to alleviate these conditions.

This transfer of funds will provide funds to the DGS for the roofing system’s replacement at City Hall and all associated in-house costs. This project will be in two parts, design first and then construction. Once the design is completed, a second transfer request will be submitted to cover the cost of the construction.

2.	<b>\$ 34,676.30</b> 1 <sup>st</sup> Parks & Public Facilities Loan	9916-904188-9194 Shot Tower Stairway - Active	9916-906329-9197 Shot Tower Interior & Masonry - Active
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The renovations at the Shot Tower will preserve this historic City building, rendering the interior safe for those who wish to tour the tower and those who are responsible for maintaining the building.

This transfer of funds will provide funds to the DGS for the exterior masonry stabilization and exterior stairway renovation at the Phoenix Shot Tower and all associated in-house costs. The renovations will include electrical upgrades, roof and wood column restoration, new metal stairs, railings, and louvered windows. This transfer will also assist in closing the current deficit in the project.

AGENDA

BOARD OF ESTIMATES

12/15/2021

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>			
3.	<b>\$ 40,000.00</b>	9938-903148-9475 Dewees Park - Reserve	9938-971002-9474 Dewees Park Improve- ments – Active
			This transfer will provide funds to cover the costs associated with in-house design services for Dewees Park.
4.	<b>\$500,000.00</b>	9938-906784-9475 Cherry Hill Rec. Center— Reserve	9938-908784-9474 Cherry Hill Rec. Center— Active
			This transfer will provide funds to cover the costs associated with in-house construction management services for the Middle Branch Fitness and Wellness Center.
5.	<b>\$500,000.00</b>	9938-907779-9474 Druid Hill Pool & Bath- house Renovation— Reserve	9938-908779-9474 Druid Hill Pool & Bath- house Renovation— Active
			This transfer will provide funds to cover the costs associated with in-house design and construction management services for the Druid Hill Park Pool.

Baltimore Development Corporation (BDC)

6.	<b>\$350,000.00</b>	9910-913014-9600 Construction Reserve— Citywide Façade Im- provements	9910-937013-9601 Citywide Façade Improvements
			This transfer will provide funding to continue the BDC Façade Improvement Grant Program within Citywide commercial districts. The goal of the program is to aesthetically improve the look of business districts while making revitalization efforts affordable and creative to small business owners.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Real Estate – Second Renewal Option to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the second renewal option to the Lease Agreement with Precision Pipeline Solutions, LLC, Tenant, for the rental of the property known as ES S. Hanover Street 113’2 S W Wells Street (Block 1036, Lot 9/11), containing 0.294 acres.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$17,389.11	\$1,449.09

**BACKGROUND/EXPLANATION:**

On March 14, 2018, the Board approved the original Lease Agreement for the period January 1, 2018 through December 31, 2018, with the right to renew for one, 1-year period. On February 5, 2020, the Board approved the First Amendment to the Lease Agreement for one additional year, from January 1, 2020 through December 31, 2020, with the right to renew for three, one-year periods. Precision Pipeline Solutions, LLC, has exercised its second renewal option for January 1, 2022 through December 31, 2022.

All other rentals, conditions, and provisions of the Lease Agreement dated March 14, 2018 and the Amendment to Lease Agreement dated February 5, 2020, will remain in full force and effect.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Space Utilization Committee – Transfer of Building Jurisdiction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of building jurisdiction for the property known as SS Poplar Terrace 110 ft. E of Longwood Street (Block 3032, Lot 27C) from the inventory of the Department of Housing and Community Development (34) to the inventory of the Department of Real Estate (30).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Real Estate will handle the sale of this property bundle along with two others to Neighborhood Services, Inc.

The Space Utilization Committee approved this transfer of jurisdiction on December 3, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Space Utilization Committee – Transfer of Building Jurisdiction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of building jurisdiction for the property known as 3100 Spaulding Avenue (Block 4584, Lot 21) from the inventory of Off Street Parking (33) to the inventory of the Department of Housing and Community Development (34).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Housing and Community Development will handle the sale of this property along with four other City-owned properties to the adjoining owner.

The Space Utilization Committee approved this transfer of jurisdiction on December 3, 2021.



**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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 Mr. Victor Akinnagbe for an amount that is less than the lien amount for the property known as 1916 Penrose Avenue (Block 162, Lot 057).

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1916 Penrose Avenue	\$15,000.00	\$9,129.79	\$48,790.23	\$15,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate on July 20, 2020 for 1916 Penrose Avenue for the total amount of 48,790.23.

Mr. Akinnagbe has offered to purchase the Tax Sale Certificate for 1916 Penrose Avenue for \$15,000.00, file a petition to foreclose, acquire title to the property, and return it to productive use. The purchase price of \$15,000.00 covers the flat taxes and water for the property. Other charges include \$18,513.76 for interest and penalties, \$1,217.50 for miscellaneous billing, \$1,800.00 for environmental citation, and \$954.20 for property registration.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Bureau of the Budget and Management – Supplemental Appropriation Research (BBMR)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Utility Fund Transfer Supplemental Appropriation in the total amount of \$18,205,000.00 from the Department of Transportation, Service 548: Conduit Enterprise Fund to the Department of Transportation, Conduit Construction (Reserve).

**AMOUNT OF MONEY AND SOURCE:**

\$18,205,000.00 – FROM: 2024-000000-5480-259401-401980  
Conduit Enterprise Fund (Service 548)

TO: 9962-9563-932007  
Conduit Construction (Reserve)

Please see submitted schedule.

**BACKGROUND/EXPLANATION:**

This action will allow the Department of Transportation to continue development, maintenance, and control of the miles of conduit ducts under Baltimore City which carry electrical, telephone, and optic lines.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

BBMR – cont'd

		ADDITIONAL FISCAL 2022 FUNDING NEED
		<b>FY 2022</b>
<b>PROGRAM 1 REACTIVE RESPONSE - CONDUIT REPAIR PROGRAM</b>		
<i>1.01 CONDUIT REPAIR PROGRAM</i>		
<i>DESCRIPTION: Provide construction crews to repair and replace damaged conduit infrastructure, cleaning manholes, replacing frame and covers, top slabs, etc.</i>		
1.01.2101	<b>REPAIR DUCT OBSTRUCTIONS</b>	\$4,000,000.00
1.02.2102	<b>REPAIR MANHOLES</b>	100,000.00
<b>SUBTOTAL</b>		<b>\$4,100,000.00</b>
<b>PROGRAM 2 PROACTIVE RESPONSE - CONDUIT INSPECTION AND REPAIR PROGRAM</b>		
<i>2.01 CONDUIT REPAIR REPLACEMENT IN SUPPORT OF BGE 4 KV CONVERSIONS</i>		
<i>DESCRIPTION: Perform replacement and/or repairs on the conduit in advance of the proposed cable installation.</i>		
2.01.2200	<b>BGE 4 KV CONVERSIONS - 2022</b>	\$8,000,000.00
		<b>\$8,000,000.00</b>
<i>2.02 MANHOLE OCCUPANCY AND CONDITIONAL INSPECTIONS</i>		
<i>DESCRIPTION: Provide crews to perform manhole occupancy and cable tracing inspections</i>		
2.02.2201	<b>GREENMOUNT AVE FROM MONUMENT ST TO BIDDLE ST</b>	\$ 240,000.00
2.02.2202	<b>EASTERN AVE FROM SOUTH HAVEN ST TO 45TH ST</b>	225,000.00
2.02.2203	<b>BROADWAY FROM ORLEANS ST TO FLEET ST</b>	300,000.00
2.02.2204	<b>WILKENS AVE FROM WILMINGTON AVE TO MONROE ST</b>	140,000.00

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

2.02.2205	PENNINGTON AVE AT PATAPSCO AVE TO HAWKINS POINT RD AT FORT ARMISTEAD RD	160,000.00
2.02.2206	URGENT NEED MANHOLE INSPECTIONS FY 2022	600,009.00
		<b>\$1,665,000.00</b>

<i>2.03 RODDING, SLUGGING, AND ROPING</i>		
<i>DESCRIPTION: Provide crews to proactively rod &amp; rope ducts.</i>		
2.03.2304	EAST PRATT ST AT CHARLES ST TO FLEET ST AT PATTERSON PARK AVE	
2.03.2305	WEST PRATT ST FROM CHARLES ST TO WILKENS AVE	
2.03.2306	PATAPSCO AVE FROM HANOVER ST TO PENNINGTON AVE	
2.03.2307	HARFORD RD FROM ERDMAN AVE TO EAST MONUMENT ST	
2.03.2201	GREENMOUNT AVE FROM MONUMENT ST TO BIDDLE ST	\$ 60,000.00
2.03.2202	EASTERN AVE FROM SOUTH HAVEN ST TO 45TH ST	130,000.00
2.03.2203	BROADWAY FROM ORLEANS ST TO FLEET ST	100,000.00
2.03.2204	WILKENS AVE FROM WILMINGTON AVE TO MONROE ST	140,000.00
2.03.2205	PENNINGTON AVE AT PATAPSCO AVE TO HAWKINS POINT RD TO FORT ARMISTEAD RD	310,000.00
		740,000.00
<b>SUBTOTAL</b>		<b>\$10,405,000.00</b>

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

<b>PROGRAM 5 PROFESSIONAL AND TECHNICAL SERVICES PROGRAM</b>		
DESCRIPTION: Professional and technical services in support of Conduit Division		
5.01.2101	<b>COMPREHENSIVE FACILITY MANAGEMENT</b>	\$ 2,200,000.00
5.01.2102	<b>OTHER PROFESSIONAL SERVICES (CAPITAL PROJECTS)</b>	1,500,000.00
<b>SUBTOTAL</b>		<b>3,700,000.00</b>
<b>TOTAL</b>		<b>\$18,205,000.00</b>

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Health Department - Two-Month Advance of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a two-month advance of funds to Health Care for the Homeless, Inc. on the full amount of the funding provided by the Department of Health and Mental Hygiene for FY 2022 under the FY 2022 Unified Funding Document Grant Award. The period of the agreement is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$24,335.50 – 5000-569722-3023-273350-603051

**BACKGROUND/EXPLANATION:**

On August 11, 2021, the Board approved the FY 2022 Unified Funding Document in the amount of \$60,160,273.00.

The full amount of the funding for FY 2022 for Health Care for the Homeless, Inc. (Ryan White State Special – Housing) is \$146,013.00.

The two-month advance of funds provides for the continuation of program services while the scope of work and the budgets are being reviewed and approved for the FY 2022 program year.

Health Care for the Homeless, Inc. agrees that all expenditures are to be made in accordance with the terms and conditions of the funding source. Any funds advanced to Health Care for the Homeless, Inc. prior to the execution of the agreement are subject to the terms and conditions of the agreement.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Health Department – Notices of Grant Awards

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notices of Grant Awards (NGAs) from the Maryland State Department of Education (MSDE). The period of the NGAs is July 1, 2021 through September 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$682,930.00 – 4000-427122-3080-292300-404001 (Part C)  
302,698.00 – 4000-427122-3080-292301-404001 (Part B 611)  
**\$985,628.00**

**BACKGROUND/EXPLANATION:**

The NGAs provide approved funding under the Individuals with Disabilities Education Act Part C, and Part B 611, within the Maryland Infants & Toddlers Program State Fiscal Year 2022 Consolidated Local Implementation Grant. The funding will support the provision of early intervention services to infants and toddlers with disabilities and their families.

This request is late because of the delay in the administrative review process.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Health Department – Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with AAA Management, LLC. The period of the agreement is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$39,610.81 - 5000-533322-3254-316200-603051

**BACKGROUND/EXPLANATION:**

This request will allow the Department to enter into an agreement with AAA Management, LLC for the Raven’s Medical Adult Day Care Center to provide adult medical day care services to ill, frail, or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City.

The City will pay the Provider the set rate of \$39.73 per Day of Service provided to an individual Recipient, not to exceed 997 Days of Service, provided to Recipients per year, for all combined. This rate includes transportation services for the Recipient.

AAA Management, LLC, will develop an appropriate care plan for each recipient in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

This agreement is late because of administrative delays.

**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**

**12/15/2021**

Department of Transportation – Amendment No. 1 to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to the grant agreement with Maryland Department of Transportation (MDOT). Amendment No. 1 extends the period of the grant agreement to the date when all payments have been made or June 30, 2023, whichever is sooner.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On October 23, 2019, the Board approved a Grant Agreement for the Wolfe Street and Washington Street Cycle Track Study in which the MDOT granted \$159,920.00 to the Department for a feasibility study and 30% engineering and design plans for a cycle track on Wolfe Street and Washington Street between Aliceanna Street and Sinclair Lane at the edge of Clifton Park in Baltimore. The agreement term ends December 31, 2021.

The parties wish to amend the term of the original agreement as follows: the term of this agreement will commence upon the date first set forth above and shall terminate when all payments of the grant have been made or on June 30, 2023, whichever is sooner; all work on the project that is reimbursable under this grant must be completed and all invoices/request for reimbursement submitted by the Grantee before the grant termination date; and, any invoices/requests for reimbursement submitted by the grantee after the grant termination date will be identified as disallowed cost and not processed for payment by the MDOT. At its discretion, the Department may elect to extend the term of the grant by up to six months, upon written notice by the MDOT.

**MBE/WBE PARTICIPATION:**

As this grant agreement is to establish the framework for roles and responsibilities for the subject project, the future procurement as a result of the outlined funding above will be considered for minority participation.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Transportation – Amendment No. 1 to Grant Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 1 to the Grant Agreement with Maryland Department of Transportation (MDOT) in connection with the Design of North Baltimore Segments of Baltimore Greenway Trails Network Project. Amendment No. 1 extends the period of the grant agreement to the date when all payments have been made or June 30, 2023, whichever is sooner.

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

N/A

### **BACKGROUND/EXPLANATION:**

On May 13, 2020, the Board approved a grant agreement for the Design of North Baltimore Segments of the Baltimore Greenway Trails Network in which the MDOT granted \$360,000.00 to the Department and the City committed to a matching fund of \$90,000.00 totaling \$450,000.00. The agreement term ends December 31, 2021. The design project is described as advancing the engineering design of the segments of the Baltimore Greenway Trails Network necessary to fill the trail gaps between the Gwynns Falls Trail, the Jones Falls Trail, and the Herring Run Trail to 30% design drawings for a feasibility study and 30% engineering and design plans for a cycle track on Wolfe Street and Washington Street between Aliceanna Street and Sinclair Lane at the edge of Clifton Park in Baltimore.

The parties wish to amend the term of the original agreement as follows: the term of this Agreement will commence upon the date first set forth above and will terminate when all payments of the grant have been made or on June 30, 2023, whichever is sooner; all work on the Project that is reimbursable under this grant must be completed and all invoices/request for reimbursement submitted by the grantee before the grant termination date; any invoices/requests submitted by the grantee after termination date will be identified as disallowed cost and not processed for payment by the MDOT. At its discretion, the Department may elect to extend the term of the grant by up to six months, upon written notice by the MDOT.

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

As this grant agreement is to establish the framework for roles and responsibilities for the subject project, the future procurement as a result of the outlined funding above will be

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Transportation – cont'd

considered for minority participation.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Transportation – Memorandum of Understanding

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

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Defender, LLC, a Maryland limited liability company, for the use of certain street light poles within the Heritage Crossing Community. The period of the MOU is one year, effective upon Board approval.

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

N/A

### **BACKGROUND/EXPLANATION:**

All costs associated with this MOU will be the responsibility of Defender, LLC.

Turning Point, Inc received a grant from the Abell Foundation in the amount of \$218,400.00. Turning Point, Inc has used the grant funds to purchase video surveillance equipment. Turning Point, Inc. has contracted with Defender, LLC to install the video surveillance equipment on street light poles owned by the City and located within the Heritage Crossing Community.

Defender, LLC has previously entered into an agreement with the Baltimore Police Department for the Police to access images stored on the video surveillance equipment for law enforcement purposes only. The City will not have access to the images or any content contained by the equipment. The Baltimore Police Department is the sole custodian of the images and content.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Baltimore City Fire Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Federal Emergency Management Agency for the Assistance to Firefighters Grant – Agreement No. EMW-2020-FG-11925. The performance period for this award is September 8, 2021 through September 7, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$ 2,270,272.73 - 4000-456522-2142-226000-404001  
\$ 227,027.27 - 1001-000000-2142-226000-605007  
**\$ 2,497,300.00**

**BACKGROUND/EXPLANATION:**

The purpose of this Assistance to Firefighters Grant is to provide for officer development and incident safety training, as well as equipment and training related to the rescue bailout system.

The submission is late because of late receipt of award documents.

**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**

**12/15/2021**

Baltimore City Fire Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Maryland Department of Emergency Management for the FY21 Urban Area Security Initiative grant, award #EMW-2021-SS-00047-S01-UASI. The performance period for this award is October 1, 2021 through April 30, 2024.

**AMOUNT OF MONEY AND SOURCE:**

\$598,010.28 - 4000-482022-2131-228200-601001

**BACKGROUND/EXPLANATION:**

The FY21 Urban Area Security Initiative is intended to facilitate and strengthen the nation and Maryland against risk associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery.

The submission is late because of late receipt of award documents.

**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**

**12/15/2021**

Baltimore City Fire Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Maryland Department of Emergency Management (MDEM) for the FY2021 Emergency Management Performance Grant Program – American Rescue Plan Act, Award # EMP-2021-EP-00006-S01. The period of the award is October 1, 2020 through June 30, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$ 66,663.03 - 4000-456722-2131-228200-601001  
\$ 66,663.03 - 1001-000000-2131-228200-601001  
**\$133,326.06**

**BACKGROUND/EXPLANATION:**

The Emergency Management Performance Grant Program- American Rescue Plan Act grant requires a 100% match with local in-kind funds that will be provided from Service 608.

Through the events which have occurred related to COVID-19, the Baltimore City Office of Emergency Management has identified the need for a planner who will help develop and implement personal protective equipment supply chain plans, both internal and external; ensure proper prioritization and distribution of supplies so staff and the whole community will receive the necessary supplies to effectively return to work or enter City-owned buildings; work on City re-opening policy to safely build economic recovery; and, work with other City agencies to build a resilient and coordinated plan for any future pandemics.

The submission is late because of late receipt of award documents.

**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**

**12/15/2021**

Baltimore City Fire Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Maryland Department of Emergency Management for the FY21 State Homeland Security Program grant, award #EMW-2021-SS-00047 SHSP. The performance period for this award is September 1, 2021 through April 30, 2024.

**AMOUNT OF MONEY AND SOURCE:**

\$871,398.00 - 4000-482122-2131-228200-600000

**BACKGROUND/EXPLANATION:**

The State Homeland Security Program grant provides support of the development and sustainment of core capabilities to fulfill the goal of National Preparedness. Funding will be used for costs related to planning, organization, equipment, and training & exercise needs associated with acts of terrorism.

The submission is late because of late receipt of award documents.

**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**

**12/15/2021**

Baltimore City Fire Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Maryland Department of Emergency Management for the FY21 Emergency Management Performance Grant Program, Award # EMP-2021-EP-00003-S01. The period of the award is October 1, 2020 through June 30, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$233,719.28 - 4000-437422-2131-228200-600000  
\$233,719.28 - 1001-000000-2131-228200-600000  
**\$467,438.56**

**BACKGROUND/EXPLANATION:**

The Emergency Management Performance Grant Program grant requires a 100% match with local in-kind funds that will be provided from Service 608. The grant is provided to enhance and strengthen emergency management capabilities at the state and local level.

The submission is late because of late receipt of award documents.

**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**

**12/15/2021**

Parking Authority of Baltimore City – Consent to Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Consent to Assignment of a parking lease with 2213 McElderry, LLC (“Lessee”, “McElderry”). The Lessee wishes to assign the parking lease to PPT Baltimore, LLC. The period of the lease is 25 years commencing on the date of issuance of all final, unappealable certificates of occupancy for the improvements to be constructed on 2213 McElderry Street and owned by McElderry.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On May 11, 2005 the Board approved the Parking Agreement and Lease of 30 parking spaces on a surface lot, owned by Baltimore City, located at the northwest corner of McElderry and Madeira Streets. McElderry currently pays the City \$2,018.80 per month, \$24,225.60 per the current Lease Year. Rent for the parking spaces increases by 2% on August 1 of each year. PPT Baltimore, LLC would assume those payments upon assignment of the parking lease.

McElderry has paid rent for the parking spaces in a timely manner for the past 15 years and has abided by all other terms of the Lease. The Lease remains in full force and effect.

McElderry has agreed to sell the property located at 2213 McElderry Street to PPT Baltimore, LLC. In conjunction with the sale, McElderry has agreed to assign all its rights to the parking lease to PPT Baltimore, LLC and now requests the City’s consent to the assignment. The lease agreement provides that any assignment must be approved by the Board and further provides that McElderry remains primarily liable to the City in the event of any default by PPT Baltimore, LLC.

**MBE/WBE PARTICIPATION:**

N/A

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

## AGENDA

BOARD OF ESTIMATES

12/15/2021

Parking Authority of Baltimore City (PABC) – Demand Based Parking Meter Rate Setting in Mount Vernon

### ACTION REQUESTED OF B/E:

The Board is requested to approve the implementation of Demand-Based Parking Meter Rate Setting in Mount Vernon.

### AMOUNT OF MONEY AND SOURCE:

N/A

### REQUIREMENT:

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board, the PABC may set the rates for any parking project, and pursuant to Article 31§ 7-8, with the approval of the Board, the Director of Transportation may: (i) set the rates for metered parking in the City. The PABC and the City Department of Transportation recommend that on-street parking meter rates in Mount Vernon be set based on demand.

### BACKGROUND/EXPLANATION:

The PABC is charged with managing the City of Baltimore's on-street and off-street parking assets. Proper stewardship of those assets requires that the PABC develop rate setting policies that help to achieve the purpose and goals of those assets.

The purpose of a parking meter is simple – to **create availability** of on-street parking so that patrons of shops, restaurants, and attractions, and short-term visitors to offices can quickly and easily find a parking space within close proximity to their destinations. Creating on-street parking availability has numerous benefits, including:

- **Better business.** When patrons of businesses find a convenient parking space quickly and easily, they are more likely to frequent those businesses and spend more time shopping and/or dining because the business is more accessible, and patrons have spent less time searching for parking.
- **Reduced traffic congestion.** Studies have shown that about one-third of traffic congestion in cities is caused by drivers circling blocks looking for an on-street parking space. Reducing traffic congestion has its own positive outcomes, including:
  - Fewer accidents
  - Less vehicle emissions/air pollution
  - Less driver stress and frustration

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### PABC – cont'd

To do their job, parking meters must have the **right rates** – rates that will regularly produce one or two available parking spaces on each block face (15%-20% availability; or 80%-85% occupancy). This is called “**demand-based parking meter rate setting**”.

- If occupancy is higher than 85% in a particular block, then the parking meter rate should be adjusted upward incrementally and slowly (in 25¢ increments no more than once every 6 months) until occupancy reduces to 85%.
- If occupancy is lower than 75% in a particular block, then the parking meter rate should be adjusted downward incrementally and slowly (in 25¢ increments no more than once every 6 months) until occupancy increases to 85%.
- If occupancy is between 75% and 85%, then the parking meter rate is right and no change to the rate is needed.

The PABC implemented demand-based parking meter rate setting Downtown in 2017. Since then the program has:

- Created availability of parking on blocks with high parking demand Downtown
- Incentivized parkers to seek parking on blocks with lower demand (and lower rates) Downtown
- Helped to spread parking demand, thereby making better use of all on-street parking assets throughout Downtown.

Demand-based parking meter rate setting was implemented in San Francisco several years ago, and started more recently in Washington DC, Seattle, and Oakland.

The Parking Authority’s Board of Directors has approved this plan for demand-based parking meter rate setting in Mount Vernon. Councilmen Robert Stokes Sr. and Eric Costello, whose districts encompass Mount Vernon, have reviewed this plan and have approved its review by the Board of Estimates.

#### **THE PROPOSED PLAN:**

The Board’s approval is requested for the following plan to simplify and enable the PABC’s implementation of demand-based meter rate setting in Mount Vernon:

1. The authority to adjust on-street parking meter rates in the Mount Vernon area (defined here as the area bounded by Mt. Royal Avenue on the north; Franklin Street on the south; Eutaw Street, Martin Luther King Jr. Blvd. and Howard Street on the west and Guilford Avenue on the east) within a range of 50¢/hour to \$5.00/hour based on parking demand as determined by the following criteria:
  - Parking meter rates on any block may be adjusted up or down only in 25¢/hour increments and no more than once every 6 months.

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### PABC – cont'd

- If occupancy is higher than 85% in a particular block, then the parking meter rate may be adjusted upward incrementally and slowly until occupancy hits 85%.
  - If occupancy is lower than 75% in a particular block, then the parking meter rate may be adjusted downward incrementally and slowly until occupancy hits 75%.
  - If occupancy is between 75% and 85%, then the parking meter rate will not be adjusted.
  - Each parking meter rate adjustment within Mount Vernon will be reviewed and approved by the Board of Directors of the PABC prior to implementation.
  - Notice of each parking meter rate adjustment within Mount Vernon will be sent to the Districts 11 and 12 Council Members at least one month prior to implementation.
2. The initial adjustments of on-street parking meter rates in Mount Vernon as outlined in this submission.
  3. The adjustment of parking meter in-effect times in Mount Vernon as outlined in this submission.

### **Proposed Initial Adjustments of On-Street Parking Meter Rates in Mount Vernon**

#### **New Meter Rates**

There will be **seven**-meter rates throughout Mount Vernon: **\$2.25, \$2.00, \$1.75, \$1.25, \$1.00, \$0.75 and \$0.50**. The table below shows the current and proposed meter rates for each block.

## AGENDA

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Block	Street	Side	Initial Rate	First Rate Change	
100	W Hamilton	SS	\$1.00	\$1.25	
100	E Hamilton	SS	\$0.75	\$1.00	Increase
300	W Centre	SS	\$2.00	\$1.75	Maintain
200	W Centre	SS	\$1 & \$2	\$1.00	Decrease
Unit	W Centre	SS	\$2.00	\$2.25	
Unit	E Centre	SS	\$2.00	\$1.75	
300	Druid Hill Ave	SS	\$0.50	\$0.50	
300	W Monument	NS	\$0.75	\$1.00	
300	W Monument	SS	\$0.75	\$1.00	
100	E Monument	NS	\$2.00	\$1.75	
200	E Monument	NS	\$0.50	\$0.50	
200	E Monument	SS	\$0.50	\$0.50	
300	W Madison	NS	\$0.75	\$0.75	
300	W Madison	SS	\$0.75	\$0.75	
200	E Madison	NS	\$0.75	\$0.50	
200	E Madison	SS	\$0.50	\$0.50	
200	W Read	NS	\$2.00	\$1.75	
200	W Read	SS	\$2.00	\$1.75	
100	W Read	NS	\$2.00	\$1.75	
Unit	W Read	NS	\$2.00	\$1.75	
Unit	W Read	SS	\$2.00	\$1.75	
Unit	E Read	NS	\$2.00	\$1.75	
Unit	E Read	SS	\$2.00	\$1.75	
200	E Read	SS	\$0.50	\$0.50	
Unit	W Eager	NS	\$1.00	\$0.50	
Unit	W Eager	SS	\$0.50	\$0.50	
Unit	E Eager	NS	\$0.75	\$0.50	
200	W Chase	NS	\$2.00	\$1.75	
200	W Chase	SS	\$2.00	\$1.75	
100	W Chase	NS	\$2.00	\$1.75	
100	W Chase	SS	\$2.00	\$1.75	
Unit	W Chase	NS	\$1.00	\$1.00	
Unit	W Chase	SS	\$2.00	\$1.00	
Unit	E Chase	NS	\$0.50 and \$0.75	\$0.50	
Unit	E Chase	SS	\$0.50	\$0.50	
1000	MLK	SS	\$2.00	\$1.75	
1100	Cathedral/MLK	ES	\$2.00	\$1.75	
1100	Cathedral/MLK	WS	\$2.00	\$1.75	
Unit	W Biddle	NS	\$0.75	\$0.50	

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

Unit	E Biddle	NS	\$0.75	\$1.00
Unit	E Biddle	SS	\$0.75	\$1.00
Unit	W Preston	NS	\$0.75 and \$2.00	\$0.50
Unit	W Preston	SS	\$0.75 and \$2.00	\$0.50
1200	W Mt Royal	SS	\$0.50	\$0.50
100/1200	W Mt Royal	NS	\$1.00	\$0.75
100/1200	W Mt Royal	SS	\$0.50	\$0.50
100	W Mt Royal	SS	\$0.50	\$0.50
Unit	E Mount Royal	NS	\$0.50	\$0.50
Unit	E Mount Royal	SS	\$0.50	\$0.50
100	E Mount Royal	NS	\$0.50	\$0.50
100	E Mount Royal	SS	\$0.50	\$0.50
500	N Calvert	WS	\$2.00	\$1.75
600	N Calvert	ES	\$2.00	\$1.75
600	N Calvert	WS	\$2.00	\$1.75
700	N Calvert	ES	\$2.00	\$1.75
700	N Calvert	WS	\$2.00	\$1.75
800	N Calvert	WS	\$0.50	\$0.75
500	St Paul Pl	WS	\$1.50	\$1.75
500	St Paul St	ES	\$1.50	\$1.75
700	St Paul St	ES	\$0.75	\$0.50
800	St Paul St	ES	\$0.75	\$1.00
1000	St Paul St	ES	\$0.75	\$1.00
1000	St Paul St	WS	\$0.75	\$1.00
1100	St Paul St	ES	\$0.75	\$0.50
1100	St Paul St	WS	\$0.75	\$0.50
1200	St Paul St	ES	\$0.75	\$0.75
1200	St. Paul St	WS	\$0.75	\$0.75
1300	St Paul St	ES	\$0.50	\$0.50
500	N Charles	ES	\$2.00	\$1.75
500	N Charles	WS	\$2.00	\$1.75
800	N Charles	ES	\$2.00	\$1.75
800	N Charles	WS	\$2.00	\$1.75
900	N Charles	ES	\$2.00	\$1.75
900	N Charles	WS	\$2.00	\$1.75
1000	N Charles	ES	\$2.00	\$1.75
1000	N Charles	WS	\$2.00	\$1.75
1100	N Charles	ES	\$2.00	\$1.75
1100	N Charles	WS	\$2.00	\$1.75
1200	N Charles	ES	\$2.00	\$2.00

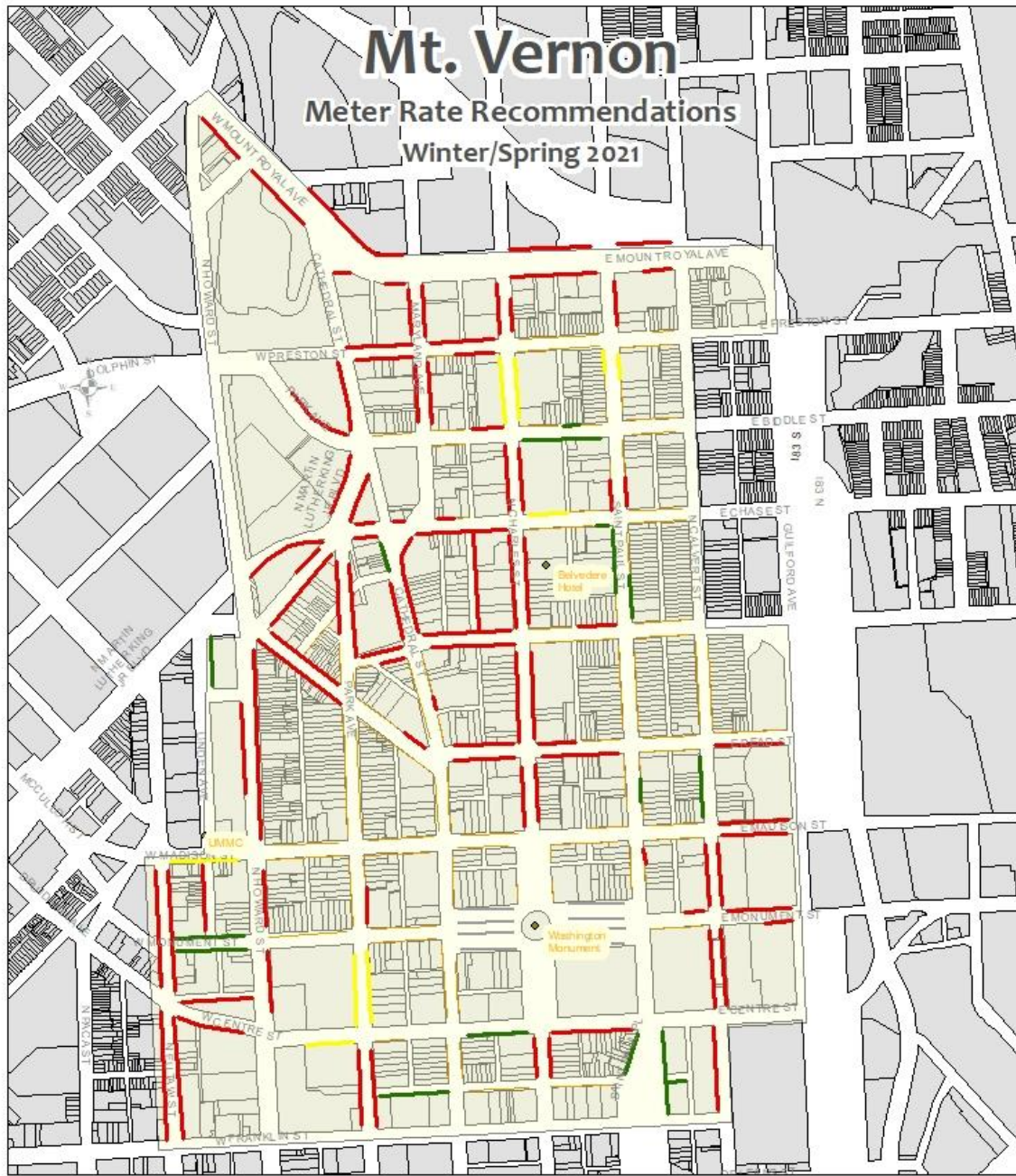
**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

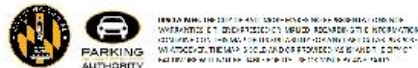
1200	N Charles	WS	\$2.00	\$2.00
1300	N Charles	ES	\$2.00	\$1.75
1300	N Charles	WS	\$2.00	\$1.75
1000	Morton	ES	\$0.75	\$0.50
900	Cathedral	ES	\$2.00	\$1.75
1000	Cathedral	ES	\$2.00	\$1.75
1000	Cathedral	WS	\$2.00	\$1.75
1100	Cathedral	WS	\$2.00	\$2.25
1200	Cathedral	WS	\$2.00	\$1.75
1200	Maryland	ES	\$1.00	\$0.75
1200	Maryland	WS	\$1.00	\$0.75
1300	Maryland	ES	\$1.00	\$0.75
1300	Maryland	WS	\$1.00	\$0.75
500	Park	ES	\$2.00	\$1.75
500	Park	WS	\$2.00	\$1.75
600	Park	ES	\$0.75	\$0.75
600	Park	WS	\$0.75	\$0.75
700	Park	ES	\$0.75	\$0.50
800	Park	ES	\$0.75	\$0.50
800	Park	WS	\$0.75	\$0.50
900	Park	NS	\$2.00	\$1.75
600	N Howard	ES	\$2.00	\$1.75
700	N Howard	ES	\$2.00	\$1.75
800	N Howard	ES	\$1 and \$2	\$1.75
800	N Howard	WS	\$2.00	\$1.75
500-600	N Eutaw	ES	\$2.00	\$1.75
500-600	N Eutaw	WS	\$2.00	\$1.75
700	N Eutaw	ES	\$2.00	\$1.75
700	N Eutaw	WS	\$2.00	\$1.75
700	Linden	WS	\$0.50	\$0.50
800	Linden	ES	\$2.00	\$2.25





**Meter Rate Recommendations**

- Decrease
- Increase
- Maintain
- RPP Blockfaces
- Not Studied



January 2, 2020. Source: Base Layers: MOIT/EGIS Meter Recommendations: PABC. Software: ESRI/ArcGIS 10.7.1

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Mayor's Office of Homeless Services – Provider Agreements

The Board is requested to approve and authorize execution of the various Provider Agreements. The period of the agreement is July 1, 2021 through June 30, 2022, unless otherwise indicated.

**1. MANNA HOUSE, INCORPORATED \$ 99,533.00**

Account: 1001-000000-3572-778700-603051

The City has allocated certain General Funds to the Mayor's Office of Homeless Services and desires to utilize said funds to assist Providers in the provision of emergency services to the homeless population of Baltimore City. The Provider, Manna House, Incorporated, will use funds to operate a homeless shelter day center and provide supportive services to 50 individuals experiencing homelessness in the City of Baltimore. The Provider will offer services through their Soup Plus Program.

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

**2. HEALTHCARE FOR THE HOMELESS, INC. \$256,468.00**

Account: 1001-000000-3573-327200-603051

The City has allocated certain General Funds to the Mayor's Office of Homeless Services to assist Providers in the coordination of emergency services to the homeless population of Baltimore City. The Provider, Health Care for the Homeless, Inc., will provide support services to 65 individuals and/or families in Baltimore City experiencing homelessness. The Provider will offer services through their Supportive Housing Case Management Program.

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

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

**3. MARIA MARTINS-EVORA \$113,000.00**

Account: 4000-438320-3574-327200-601009

The Mayor's Office of Homeless Services (MOHS) has received a grant from the U.S. Department of Housing and Urban Development (HUD) through the Emergency Solutions Grant-CV program to help the City prepare for, prevent,

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Mayor's Office of Homeless Services – cont'd

and respond to the COVID-19 pandemic. As part of this program, MOHS has launched a rapid rehousing initiative to offer emergency rehousing services to individuals and families experiencing homelessness during the COVID-19 pandemic. MOHS is seeking to hire Maria Martins-Evora to serve as a Consultant for the rapid rehousing initiative to manage the initiative and provide technical assistance as needed. The period of the agreement is January 1, 2022 through September 30, 2022.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Finance/ – Renewal of Various FY23 Flood Insurance Policies  
Bureau of Risk Management

**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 December 25, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$205,238.00 - 2043-000000-1531-169900-603014

**BACKGROUND/EXPLANATION:**

FEMA mandates the purchase of flood insurance for properties located in Special Flood Hazard Areas. The properties listed below are located in areas that require flood insurance.

<b><u>Address</u></b>	<b><u>Renewal Premium</u></b>
200 N. Holliday Street	\$ 64,922.00
301 South Beechfield Avenue/Mod B	\$ 5,058.00
301 South Beechfield Avenue/Mod A	\$ 2,833.00
401 Fallsway	\$ 30,612.00
410 N. Front Street	\$ 2,619.00
551 Light Street	\$ 9,832.00
561 Light Street	\$ 2,619.00
2601 Falls Road	\$ 16,960.00
501 E. Fayette Street	\$ 69,783.00
	<b><u>\$205,238.00</u></b>

**MBE/WBE PARTICIPATION:**

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

Owner(s)                                      Property                                      Interest                                      Amount

Department of Housing and Community Development

Condemnation or Redemption

1. The Board is requested to purchase the \$90.00 ground rent interest in 1306 W. Franklin Street by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation (SDAT) to redeem or extinguish the ground rent interest for this property. The owner is Unknown.

Purpose	Amount	Account Number	Account Name	Project Name
Application Fee	\$ 70.00	9904-9127-921053-900000-704040	BGN Harlem Park	Harlem Park Revitalization
Back Rent	\$270.00	9904-9127-921053-900000-704040	BGN Harlem Park	Harlem Park Revitalization
FMV	\$600.00	9904-9127-921053-900000-704040	BGN Harlem Park	Harlem Park Revitalization

The application fee is \$70.00 and three-years ground rent will be deposited with SDAT. A Redemption Certificate vesting the fee simple title in the Mayor and City Council of Baltimore will be recorded. This property will be redeveloped. The \$90.00 annual ground rent was created by a redeemable lease dated January 6, 1981.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department – Payment of Settlement</u>			
2. Tempest, LLC	1647 E. North Avenue	F/S	\$11,000.00

Funds will be drawn from State Funds, account no. 9910-904403-9588-900000-704040, Great Blacks in Wax Project.

On January 19, 2021, the City filed a condemnation action to acquire the fee simple interest in the real property located at 1647 E. North Avenue in the amount of \$17,000.00, based upon the higher of two appraisal reports from August 24, 2020.

The Defendant, Tempest, LLC challenged the City’s right to take and the fair market value. Tempest, LLC submitted an appraisal from August 4, 2021 valuing the property at \$35,000.00. During mediation, the parties were able to reach an agreement as to the fair market value in the amount of \$28,000.00. Thus, the Board is requested to approve an additional \$11,000.00 (\$28,000.00 less the previous approval amount of \$17,000.00).

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

Department of Housing and Community Development (DHCD) – Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement between East Baltimore Historical Library, Inc. and Fiscal Agent Banner Neighborhoods Community Corporation. The period of the agreement is effective upon Board approval for 24 months.

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

\$125,000.00 - 9910-903241-9588-900000-706032

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

The DHCD's community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation and additional investment. DHCD created the Community Catalyst Grants Program (CCG), a \$5,000,000.00 initiative to leverage assets and support community-led efforts that are essential to a neighborhood's viability.

On January 31, 2019, DHCD released the CCG Capital Grant Guidelines and Application. On August 28, 2019 the Mayor awarded 25 organizations.

Through the CCG Capital program, East Baltimore Historical Library, Inc. (EBHL) was awarded \$125,000.00 and selected Banner Neighborhoods Community Corporation as fiscal agent. The funds from the award are to be used solely to support the EBHL Rehabilitation Project. To further establish the location and permission to complete the project, the Deed of Trust and Lease Agreement are included with the submission.

Grantee may submit a written request to DHCD asking for a one-year extension to the term of this Agreement; and/or a budget reallocation not to exceed 20% of the Grant Funds.

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

The Grantee has signed a Commitment to Comply.

**MBE:** 27%

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

DHCD – cont'd

**WBE: 10%**

**APPROVED FOR FUNDS BY FINANCE**

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

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



## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### Department of Housing and Community Development - Ratification of CDBG – 46 Agreements

The Board is requested to ratify and authorize execution of the various CDBG - 46 Agreements.

Pursuant to guidance from the Department of Housing and Urban Development (HUD), an Agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations.

1. **CONSUMER CREDIT COUNSELING SERVICE** **\$ 28,000.00**  
**MARYLAND AND DELAWARE, INC. d/b/a CCCSMD**

Account: 2089-208921-5930-818291-607001

Under the terms of this Agreement, CDBG funds will be used to support pre-purchase homebuyer education and counseling, fair housing rights education, homebuyer coaching, foreclosure prevention counseling, and budget and credit counseling services. The period of the agreement is January 1, 2021 through June 30, 2021.

2. **I'M STILL STANDING COMMUNITY CORPORATION** **\$100,000.00**

Account: 2089-208921-5930-818234-607001

Under the terms of this Agreement, CDBG funds will subsidize the Subgrantee's operating costs. The Subgrantee provides an education, career-training and placement program for unemployed and under-employed persons that reside in Baltimore City. Upon program completion, Subgrantee assists each program completer with job placement, retention, and support services. The period of the agreement is September 1, 2021 through August 31, 2022.

**MWBOO GRANTED A WAIVER ON NOVEMBER 8, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Ratification of CDBG - 46 Agreements have been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

Department of Housing and – Lien Release  
Community Development

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

The Board is requested to approve the release of liens on the property located at 538 E 22<sup>nd</sup> Street in the East Baltimore Midway community to O'Hara Development Partners CDC, Inc., Purchaser.

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

N/A

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

The Annotated Code of Maryland, Tax Property Article §14-806 gives the Board the authority to release liens against real property under certain circumstances including, but not limited to, when the liens exceed the value of the property. In accordance with the Code, the Department requests the release of liens associated with 538 E 22<sup>nd</sup> Street.

O'Hara Development Partners CDC, Inc. will pay the City the amount of \$10,333.00, (the assessed value), which is higher than the combination of the flat tax and water charges (\$1,033.23). The amount paid will be applied to satisfy the water bill, real estate taxes and flat tax first, then any other liens that have accrued prior to the date of this lien release. After settlement, the property will be rehabilitated as a single-family home.

The approval to release the liens in excess of the \$10,333.00 paid to the City will make redevelopment financially feasible, prevent tax abandonment and ultimately return the property to productive use and to the City's tax rolls.

Any additional property tax assessments, water charges, and liens that accrue from the date of this approval will be released prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$10,333.00 within 120 days from the date of approval by the Board will void this release.

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.

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

Space Utilization Committee/Mayor's - Lease Agreement  
Office of Employment Development

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

The Board is requested to approve and authorize execution of a Lease Agreement between the Mayor's Office of Employment Development, Landlord, and the Baltimore City Board of School Commissioners, Tenant, for the rental of a portion of the property known as 1510 W. Lafayette Avenue, consisting of approximately 7,200 square feet, being on the second floor. The period of the agreement is July 1, 2021 through June 30, 2022, with no further option to renew.

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

\$1.00 – Annual Rent if demanded

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

The Leased Premises will be used as an alternative school for high school students who are over-aged (ages 18-24) and have not been successful in traditional school settings. Students are referred by the Baltimore City Public School System's Re-Engagement Center.

The Landlord is responsible for maintaining the interior common spaces and exterior of the building, providing pest control, and the supply and payment of all utilities. The Tenant is responsible for janitorial service, minor repairs, security, and liability insurance for the leased premises.

The Space Utilization Committee approved this Lease Agreement on December 3, 2021.

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Mayor's Office of Employment Development (MOED) – Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with the Baltimore City Board of School Commissioners (BCPSS). The period of the agreement is retroactive from July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$205,842.00 - 50000-501222-6391-559705-405001

**BACKGROUND/EXPLANATION:**

The BCPSS operates an alternative school for high-school students in a portion of MOED's Youth Opportunity Westside Center located at 1510 West Lafayette Avenue. As the Consultant, MOED will complement the academic services of the Board, by providing wrap-around services such as youth development initiatives, cultural enrichment activities, and job readiness training. These efforts are designed to help increase school attendance and decrease the drop-out rate of students who attend alternative high schools.

**MBE/WBE PARTICIPATION:**

N/A - professional services

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

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

1. The Board is requested to approve a renewal of **Contract Number 08000 – CitiBuy Help Desk Analyst and Support Portal** with IT-CNP, Inc., at 9160 Red Branch Road, Suite E4, Columbia, MD 21045. Period covered is October 1, 2021 through September 30, 2022. This request meets the conditions that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE:**

\$200,000.00 – Account No.: Various

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

On September 28, 2016, the Board approved an initial award as shown in the Contract Value Summary below. The Bureau of Procurement requires the CitiBuy Help Desk Analyst and Support Portal for the ongoing training and support for the Buyspeed product known as “CitiBuy”. IT-CNP has been the provider of these services for the past 10 years serving agencies and suppliers through a Help Desk Telephone and Support Portal.

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.

**P.O. No.: P537002 - Dept. of Finance – Bureau of Procurement**

**CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on September 28, 2016	\$ 600,273.00
2. 1 <sup>st</sup> Renewal pending Board approval	<u>\$ 200,000.00</u>
Total Contract Value	<b>\$ 800,273.00</b>

**MBE/WBE PARTICIPATION:**

Not Applicable. Refer to the above certification.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

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

2. The Board is requested to approve a renewal of **Contract Number B50005149 – Lock Box Services** to Merkle Response Services, Inc., 100 Jamison Court, Hagerstown, MD 21740. Period covered is December 5, 2021 through December 4, 2022 with no renewal options remaining.

**AMOUNT OF MONEY AND SOURCE:**

\$800,000.00 - 1001-000000-1480-166400-603026

**BACKGROUND/EXPLANATION:**

On November 15, 2017, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the third renewal option. The Vendor provides lockbox services to the City which includes transportation, processing, and reporting of check payments.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

**P.O. No.: P541824 - Dept. of Finance**

**CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on 11/15/2017	\$1,500,000.00
2. 1 <sup>st</sup> Renewal award approved by the Board on 10/16/2019	\$ 800,000.00
3. 2 <sup>nd</sup> Renewal award approved by the Board on 12/12/2020	\$ 800,000.00
4. 3 <sup>rd</sup> Renewal pending Board approval	<u>\$ 800,000.00</u>
Total Contract Value	<b>\$3,900,000.00</b>

**MBE/WBE PARTICIPATION:**

On July 25, 2017, MWBOO approved the waiver request.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

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

3. The Board is requested to approve a renewal of **Contract Number 08000 - Hands Free Sanitary Disposal Service** with Citron Hygiene US Corp., located at 13 Linnell Circle, Billerica, MA 01821. Period covered is December 23, 2021 through December 24, 2022, with one, one-year renewal option remaining.

**AMOUNT OF MONEY AND SOURCE:**

No funds requested at this time. Account No.: Various

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

On December 11, 2019, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The agency is requesting to continue service with the vendor to provide Feminine Hygiene Service and Hands-Free Sanitary Disposal Units for the women's restrooms at various City agencies. The Board is requested to approve the first renewal option.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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.

**P.O. No.: P549874 - Dept. of General Services**

**CONTRACT VALUE SUMMARY:**

1.	Initial Award approved by the Board on December 11, 2019	\$ 47,771.83
2.	Increase approved by the Board on July 14, 2021	\$ 58,163.40
3.	1 <sup>st</sup> Renewal pending Board approval	\$ <u>0.00</u>
	Total Contract Value	<b>\$105,935.23</b>



AGENDA

BOARD OF ESTIMATES

12/15/2021

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

**MBE/WBE PARTICIPATION:**

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

- The Board is requested to an award to **Contract Number 08000 – Repair PVC Roofing Structure at Mimi DiPietro Family Skating Center** with Birdair Inc. at 6461 Main St., Amherst, NY 14221. Period covered is December 9, 2021 through April 30, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE:**

\$89,756.00 – Account No.: Various

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

The Vendor is the original engineer, fabricator and installer of the building roofing. The structural configuration and the materials used were developed and implemented into the current configuration by Birdair, who would be the single source for the needed repairs. Compatibility of equipment, accessories or replacement parts is of paramount consideration and items are only from Birdair. All items and or services are unique to the owner/supplier.

The above amount is the City’s estimated requirement; however, the vendor shall supply the City’s entire requirement, be it more or less.

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.

**Req. No.: R888291 - Dept. of Recreation and Parks**

AGENDA

BOARD OF ESTIMATES

12/15/2021

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

**MBE/WBE PARTICIPATION:**

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

- The Board is requested to approve and authorize execution of a Cooperative Agreement with JESCO, Inc., **Sourcewell Contract Number #032119-JDC – Heavy Construction Equipment with Related Attachments and Supplies** to JESCO, Inc. at 118 St. Nicholas Ave, South Plainfield, NJ 07080. Period covered is May 13, 2019 through May 13, 2023 and can be renewed by the City if renewed by the Lead Procurement Agency.

**AMOUNT OF MONEY AND SOURCE:**

\$66,459.39 - Account No.: Various

**BACKGROUND/EXPLANATION:**

This contract provides discount pricing on John Deere Heavy Construction Equipment, Attachments and Supplies.

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.

**Req. No.: R884461 - Dept. of General Services – Fleet**

**MBE/WBE PARTICIPATION:**

This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28, the Contract requires the vendor to make every good faith effort to utilize minority and women’s business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used. On June 22, 2021, MWBOO issued a waiver for vehicles and equipment.

AGENDA

BOARD OF ESTIMATES

12/15/2021

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

- 6. The Board is requested to approve and authorize execution of a Cooperative Agreement **Contract 051017 - LPE Electric Vehicle Supply Equipment and Related Services** with LilyPad EV, 9801 W. 100<sup>th</sup> Terrace, Overland Park, KS 66212. Period covered is December 22, 2021 to July 25, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

The Department of General Services Fleet Management Division is working in partnership with City agencies to increase the number of electric vehicles within the City's Fleet and needs to acquire additional electric vehicle chargers before additional electric vehicles can be procured. The award of proposed coop contract with LilyPad will provide source to purchase EV Charging Stations and related services.

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.

**Req. No.: R876671 - DGS – Fleet Management**

**MBE/WBE PARTICIPATION:**

Not applicable. This is a cooperative agreement. Pursuant to Baltimore City Code Article 5, subtitle 28, the Contract requires the vendor to make every good faith

AGENDA

BOARD OF ESTIMATES

12/15/2021

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

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

effort to utilize minority and woman’s business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used.

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

- 7. The Board is requested to approve an extension of **Contract Number B50004150 – Baltimore City Building Demolition** with the vendors listed below. Period covered is September 14, 2021 through June 30, 2022.

K&K Adams, Inc.  
2901 Druid Park Drive  
Baltimore, MD 21215

P&J Contracting Co., Inc.  
3010 Ridgewood Avenue  
Baltimore, MD 21215

**AMOUNT OF MONEY AND SOURCE:**

\$1,500,000.00 - Various Accounts

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

On November 4, 2015, the Board approved an initial award with subsequent actions shown in the Contract Value Summary below. An extension is being requested to continue services while a new solicitation from requisition R890084 is advertised and awarded.

The requested action is an extension of a competitively bid requirements contract. The above amount is the City’s estimated requirement; however, the vendor shall supply the City’s entire requirement, be it more or less.

**P.O. Nos.: P533596 & P533597 - DHCD**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

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

**CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on November 4, 2015	\$ 12,000,000.00
2. Increase approved by the Board on May 31, 2017	\$ 12,000,000.00
3. Increase approved by the Board on October 24, 2018	\$ 3,000,000.00
4. 1 <sup>st</sup> Renewal approved on November 14, 2018	\$ 6,000,000.00
5. 2 <sup>nd</sup> Renewal approved by the Board on May 13, 2020	\$ 12,000,000.00
6. Extension approved by the Board on November 25, 2020	\$ 0.00
7. Extension pending Board approval	\$ 1,500,000.00
<b>Total Contract Value</b>	<b>\$ 46,500,000.00</b>

**MBE/WBE PARTICIPATION:**

On June 12, 2015, MWBOO set goals of 27%, MBE and 10% WBE. On October 25, 2021, both K&K Adams, Inc., and P&J Contracting Co. Inc., were found to have MBE/WBE participation goals achieved on the contract but non-compliant for WBE during this review period.

<u>K&amp;K Adams, Inc.</u>	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> K&K Adams, Inc.*	35.9%	\$3,291,197.96	93%
JJ Adams Fuel Oil Co., LLC	5.0%	66,776.36	2%
Spence Trucking, Inc.	8.0%	33,856.25	1%
Solomon's Termite & Pest Control	1.0%	6,170.00	0.2%
K&K Environmental	<u>1.8%</u>	<u>27,450.00</u>	<u>1%</u>
	<b>51.7%</b>	<b>\$3,425,450.57</b>	<b>97%</b>
 <b>WBE:</b> Ball & Breckenridge Trucking, Inc.	4.0%	\$ 88,922.95	2.5%
Gray Transport, Inc.	3.0%	28,941.25	0.8%
Rowen Concrete	3.0%	4,588.89	0.1%
Fallsway Construction Co. LLC	<u>2.0%</u>	<u>\$ 0.00</u>	<u>0%</u>
	<b>12%</b>	<b>\$ 122,453.09</b>	<b>3%</b>

# AGENDA

BOARD OF ESTIMATES

12/15/2021

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

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

\*Indicates self-performance. Per Article 5, Subsection 28-31: A certified MBE or WBE that has been awarded a contract as a prime contractor may count up to 50% of the dollar value of the work it intends to perform with its own forces towards the applicable MBE or WBE goal.

Could not confirm payments with Spence Trucking. Contacted subcontractor and could not get proof of payment. Received proof of payment from prime.

Despite multiple attempts to contact Gray Transport, Inc. the subcontractor did not respond. Payment information was sent from the prime.

The prime achieved the MBE goal on the previous compliance review, 52.7% completed on 2/5/2020.

The WBE goal has been achieved. The previous two compliance reviews total 9.26% with the addition of this review the prime has achieved the WBE goal set on the contract, although the individual commitment for each WBE may not have been achieved.

**MWBOO FOUND PARTICIPATION GOALS ACHIEVED FOR THE CONTRACT AND VENDOR IN NON-COMPLIANCE DURING THIS REVIEW PERIOD.**

P & J Contracting Co., Inc.\*

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE: P&amp;J Contracting Co. Inc.*</b>	27%	\$1,116,395.72	96%
<b>WBE: Hopkins Fuel Oil Company</b>	7.55%	\$ 37,397.28	3.2%
Fallsway Construction Co. LLC	1.26%	\$ 0.00	0%
The Donne Group LLC	<u>1.26%</u>	<u>7,000.00</u>	<u>1%</u>
	<b>10.07%</b>	<b>\$ 44,397.28</b>	<b>4%</b>

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

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

\*Indicates self-performance. Per Article 5, Subsection 28-31: A certified MBE or WBE that has been awarded a contract as a prime contractor may count up to 50% of the dollar value of the work it intends to perform with its own forces towards the applicable MBE or WBE goal.

After multiple attempts to contact Hopkins Fuel Oil Company, the subcontractor finally responded and stated they could send payment information. Hopkins Fuel Oil Company did not send the payment information, payment information used in the compliance review was from the prime only.

The prime achieved the MBE goals on the previous compliance review 99.95% completed on 11/10/2020. The WBE goal has been achieved, the previous two compliance reviews when added together total 18.47%, although the individual commitment for each WBE may not have been achieved.

During the current compliance review period the prime did not achieve WBE participation.

**MWBOO FOUND PARTICIPATION GOALS ACHIEVED FOR THE CONTRACT AND VENDOR IN NON-COMPLIANCE DURING THIS REVIEW PERIOD.**

**EXTRA WORK ORDERS**

\* \* \* \* \*

The Board is requested to approve  
the Extra Work Orders  
as listed on the following pages:

60 - 66

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**

**12/15/2021**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Public Works/Office of Engineering  
& Construction (Office of Eng. & Constr.)

1. EWO #001, \$0.00 – WC 1403, Urgent Need Water Infrastructure Rehabilitation and Improvements – Phase II-FY20

\$8,454,504.00	\$0.00	Metra Industries, Inc.	6 Mths.	68.5%
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The current construction completion date was September 30, 2021. The new construction completion date is March 29, 2022. This extra work order is within the original scope of work and was requested by the Agency.

The Office of Engineering & Construction is requesting the Board approve a 6-month non-compensable time extension for WC No. 1403 in order to complete various assigned work to replace and repair water main lines at various locations of Baltimore City to improve the system condition to prevent premature disruptions in Baltimore City and Baltimore County water distribution. 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 Vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement which are

**MBE:** 13%

**WBE:** 5%

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Public Works/Office of Engineering  
& Construction (Office of Eng. & Constr.)

The current goals are:

**MBE:** 9%

**WBE:** 3%

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 19, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

Department of Recreation and Parks (BCRP)

2. EWO #002, \$36,279.51 – RP 17820, Gwynns Falls Division Maintenance Yard Renovations and Addition

\$1,424,000.00	\$7,364.87	E. Pikounis Con- struction Co., Inc.	-	45%
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This authorization request is necessary for the demolition of a concrete pad, the replacement of floor joists & plywood decking, construction of a new CMU wall, and a credit deduct for the elimination of plywood sub-flooring. Subsequent to the award of this contract, during the demolition phase of the contract, while removing a fuel tank, the BCRP learned that a concrete pad was present beneath the tank. The BCRP requested PCO #002 from the Contractor, E. Pikounis Construction Co., Inc. for the removal of the pad. While performing demolition in Room 202, the BCRP learned that the flooring in that room was deteriorated and the floor joists were running perpendicular to what was shown on plan sheet S202. This discovery led to the submission of RFI No. 11 by the Contractor, and the associated response

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**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>

**BCRP** – cont'd

provided by the BCRP Consultant Architect, Murphy & Dittenhafer.

The BCRP requested the Contractor to submit PCO No. 006 for the additional work that is called for in the Answer to RFI No. 11. While removing the existing stone wall between the new women’s locker room and the staircase, the BCRP learned that a five-foot section of wall that was to remain at Mechanical Room No. 113 was not tied to the exterior wall. The discovery led to the Contractor’s submission of RFI No. 13. The PCO No. 004 also included a credit for the elimination of plywood sub-flooring in the Locker Rooms. E. Pikounis Construction Co. Inc.’s cost proposals were reviewed by the BCRP’s Project Engineer and found to be reasonable and acceptable for this type of work.

**MBE/WBE PARTICIPATION:**

E. Pikounis Construction Co., Inc. will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement, which are:

**MBE:** 20%

**WBE:** 7%

The current MBE attainment is 13.48% of the 20% goal and WBE is 0.02% of the 7% goal.

**THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 8, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**EXTRA WORK ORDERS**

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

3.	<u>EWO #003, -\$735,943.18 – RP 17807, Druid Hill Aquatic Center</u>			
	\$10,088,000.00	\$16,368.83	Plano-Coudon, LLC	- 60%

This authorization request is necessary to deduct all contract work for the Druid Hill Aquatic Center Parking Lot (Volume II) plans and all its associated work. Subsequent to the award of this contract, the BCRP determined that the parking lot (Volume II) and all related work will be deducted from the contract. All estimates, reviews and pricing for the cost of this deduct were reviewed and agreed upon by the BCRP, GWWO, and Rummel, Klepper & Kahl before acceptance.

**MBE/WBE PARTICIPATION:**

Plano-Coudon, 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 are.

**MBE:** 11%

**WBE:** 7%

The current MBE attainment is 3.80% of the 11% goal and the WBE is 1.60% of the 7% goal.

**THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 9, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Transportation (DOT)

4.	EWO #001, \$149,910.50 – TR 17302, S. Clinton Street Rehabilitation from Boston Street to Keith Avenue			
	\$3,118,825.00	\$0.00	J. Villa Construction, Inc.	- 95%

This authorization is requested for the DOT’s TEC Division and is necessary due to overrun of the original contract items due to the deterioration of the roadway surface, making existing sidewalks ADA compliant, and redline revisions. Unused and underrun items will be used as a credit to offset this Change Order.

This project is to perform concrete pavement maintenance repairs to S. Clinton from Boston Street to Keith Avenue. The work includes, but is not limited to concrete pavement replacement, concrete pavement joint repairs, sidewalk repairs, curb and gutter repairs, pedestrian ramp ADA upgrades, driveway ADA upgrades, inlet maintenance and repairs, signing and pavement markings, maintenance of traffic, and erosion and sediment control. An Engineer’s Certificate of Work has not been issued.

**DBE PARTICIPATION:**

**DBE: 15%**

J. Villa Construction Company, Inc. is Self-Performing on these goals.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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DOT – cont'd

- |    |  |                |                             |       |
|----|--|----------------|-----------------------------|-------|
| 5. | EWO #011, \$542,170.79 – TR 03319, Replacement of Harford Road Bridge over Herring Run |                |                             |       |
|    | \$18,997,069.00  | \$3,726,853.69 | Technopref Industries, Inc. | - 71% |

The DOT is requesting a Not-to-Exceed Change Order for overtime and other costs associated with accelerating construction in order to improve the current schedule for completion. The actual cost will be confirmed with the field inspectors' time and material logs, certified payrolls, blue book rates, and rental invoices.

**DBE PARTICIPATION:**

**DBE: 18%**

The Contractor has achieved 20.45% of the 18% DBE goal.

- |    |   |                |                             |       |
|----|---|----------------|-----------------------------|-------|
| 6. | EWO #012, \$55,185.75 – TR 03319, Replacement of Harford Road Bridge over Herring Run |                |                             |       |
|    | \$18,997,069.00   | \$4,269,024.48 | Technopref Industries, Inc. | - 80% |

The DOT is requesting additional funds for a new electrical manhole and related work necessary to replace a structurally damaged existing electrical manhole which was also in conflict with a proposed storm drain.

The request for this additional work is outlined in the DOT's response to the Contractor's Request for Information RFI-102 and RFI-107, and as a result, redlined drawings were issued for a new electrical manhole.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**EXTRA WORK ORDERS**

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

DOT – cont'd

**DBE PARTICIPATION:**

**DBE: 18%**

The Contractor has achieved 20.45% of the 18% DBE goal.

**7. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$545,638.00 FED	9950-919001-9509 Construction Reserve Const. Reserve – Unallotte.	
136,410.00 <u>GF (HUR)</u>	9950-904087-9509 Construction Reserve Harford Road Bridge over Herr.	
<b>\$682,084.00</b>	-----	9950-904097-9508-2 Contingencies Harford Road Br. O/Herring Run

This transfer of funds will cover the costs of Change Orders No. 11 and No. 12 and inspection costs related to the Change Orders on Project No. TR 03319, Replacement of the Harford Road Bridge over Herring Run with Technopref Industries, Inc.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Mayor's Office of Recovery Programs – Inter-agency Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Inter-agency Agreement with the Mayor's Office of Broadband and Digital Equity. The period of the agreement is effective upon Board approval through December 31, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$6,000,000.00 - 4001-442200-1110-842200-404001

**BACKGROUND/EXPLANATION:**

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$6,000,000.00 to the Mayor's Office of Broadband and Digital Equity to build broadband infrastructure and expand access to broadband internet service.

The purpose of the agreement is to provide funding to construct and operate public Wi-Fi hotspots in a set of neighborhoods in West Baltimore, design and commission an air-gapped network for public Wi-Fi, extend the City's fiber internet network to more than 20 recreation centers, and fund administrative costs for community engagement, construction design and oversight, and network operations.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Recreation and Parks – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 12 with Rummel, Klepper & Kahl, LLP under Project No. 1315, On-Call Civil Engineering Design Services. The period of the task is approximately 9 months.

**AMOUNT OF MONEY AND SOURCE:**

\$174,962.34 - 9938-908779-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include Construction Management services for Druid Hill Pool & Bathhouse Renovation.

**MBE/WBE PARTICIPATION:**

Rummel, Klepper & Kahl, LL will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

**MBE:** 28%

**WBE:** 14%

The Consultant has achieved 23.49% of the MBE goals at this time. However, they have enough capacity to meet the remaining goals.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Recreation and Parks – cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$180,000.00</b> 1 <sup>ST</sup> Public Infrastructure Loan	9938-907779-9475 Druid Hill Pool & Bathhouse Renovation - Reserve	9939-908779-9474 Druid Hill Pool & Bathhouse Renovation – Active

This transfer will provide funds to cover the costs associated with construction management services under On-Call Contract No. 1315, Task No. 12 to Rummel, Klepper & Kahl, LLP.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Baltimore Children & Youth Fund – Bylaws of the Baltimore Children & Youth Fund

**ACTION REQUESTED OF B/E:**

The Board of is requested to approve the initial permanent Bylaws of the Baltimore Children and Youth Fund, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Transition Board of Directors of the Baltimore Children and Youth Fund, Inc. has developed initial permanent Bylaws to govern the organization’s internal operations and is submitting the Bylaws for approval. City Ordinance 20-363 requires the initial Bylaws of the Baltimore Children and Youth Fund, Inc. to be approved by the Board of Estimates prior to taking effect. The approval of the Bylaws will have no budgetary impact.

The Department of Law has reviewed the Bylaws for the applicability of the Administrative Procedures Act (“APA”) and found that the APA is not applicable to these Bylaws.

It is recommended that the Board approve the permanent Bylaws for the Baltimore Children and Youth Fund, Inc.

**MBE/WBE PARTICIPATION:**

N/A

## AGENDA

BOARD OF ESTIMATES

12/15/2021

Office of the Comptroller – Status Report Presentation/Department of Transportation  
Biennial Performance Audit Findings

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

The Board is requested to **NOTE** a status report presentation by the Department of Transportation on its FY2018-2019 Biennial Performance Audit.

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

N/A

### **BACKGROUND/EXPLANATION:**

Over the course of 2020, the City Auditor presented nine biennial performance audits to the Board for Fiscal Years Ended June 30, 2019 and 2018. These Audit Reports were noted by the Board after discussion, as part of the non-routine agenda at its regular meetings.

The Department of Transportation's (DOT) Biennial Performance Audit Report for Fiscal Years Ended June 30, 2019 and 2018 contained four Findings and ten Repeat Findings as well as Recommendations to address each Finding or Repeat Finding. In its "Management's Response to the Audit Report," the DOT committed to implementing corrective actions for each of the Findings and Repeat Findings by a certain date.

Under the City Charter, Article VI, Section 2, "To exercise its powers and perform its duties, the Board may promulgate rules and regulations and summon before it the heads of departments, bureaus or divisions, municipal officers, and members of commissions and boards."

The goal of these status reports is to inform Board members of the corrective actions taken since its release. Agency heads are requested to present on the implementation status of each finding, share any changes to their recommended plans, or any obstacles they have encountered.

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

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Public Works/ Office - Emergency Procurement Agreement  
of Engineering and Construction (DPW)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Emergency Procurement Agreement with Ulliman Schutte Construction LLC under Project No. SC 1025, Emergency Rehabilitation of Back River Outfall Sewer. The period of the agreement is effective upon Board approval for 11 months or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,365,000.00 – Wastewater Utilities  
5,365,000.00 – County Funds  
**\$10,730,000.00** – 9956-904961-9551-900020-706063

**BACKGROUND/EXPLANATION:**

The Outfall Interceptor is one of the largest sewer pipes in Baltimore City. It conveys all sewer flow from the northern and western parts of the City and County to Back River Wastewater Treatment Plant. The Outfall Interceptor was constructed in 1904 and is 132 inches high and 147 inches wide. In 2005, the Outfall Interceptor was inspected and it was recommended for cleaning. Based on the recommendation, the Department initiated a cleaning for Project, No. SC 934. The post cleaning Closed Circuit Television video indicated that the portion of the Outfall Interceptor in the vicinity of the Back River Wastewater Treatment Plant is failing.

This matter requires immediate attention because the Outfall Interceptor sewer serves a large area of Baltimore City and Baltimore County, and any failure of this sewer pipe will cause sewer overflows into the environment and into the premises served by the collection system. The failure of this part of the system would block all sewer flow to the Back River Wastewater Treatment Plant, thereby compromising the City's sewer system and adversely affecting the public welfare.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

DPW – cont'd

**MWBOO GRANTED A WAIVER, PURSUANT TO ARTICLE VI, SECTION 11 (e)(ii) OF THE BALTIMORE CITY CHARTER AS THE DESCRIBED CONDITIONS CONTITUTE AN EMERGENCY OF SUCH A NATURE THAT THE PUBLIC WELFARE WOULD BE ADVERSELY AFFECTED BY AWAITING APPROVAL BY THE BOARD OF ESTIMATES IN ORDER TO PROCEED TO OBTAIN THE SERVICES OF THE CONTRACTORS, CONSULTANTS, AND ALL OF THE ASSOCIATED SUPPLIES, MATERIALS, EQUIPMENT, SERVICES OR PUBLIC WORKS UTILIZED BY THE CONTRACTOR (S) FOR THIS EMERGENCY.**

**THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Public Works/ Office - Post Award Services Agreement  
of Engineering and Construction (DPW)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Post Award Services Agreement with KCI Technologies, Inc. under Project No. SC 1025K, Post Award Engineering Services for Emergency Rehabilitation of Back River Outfall Sewer. The period of the agreement is effective upon Board approval for two and a half years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 162,540.00 – Wastewater Utilities  
137,460.00 – County Funds  
**\$300,000.00** – 9956-904961-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Outfall Interceptor is one of the largest sewer pipes in Baltimore City. It conveys all sewer flow from the northern and western parts of the City and County to Back River Wastewater Treatment Plant. The Outfall Interceptor was constructed in 1904 and is 132 inches high and 147 inches wide. In 2005, the Outfall Interceptor was inspected and it was recommended for cleaning. Based on the recommendation, the Department of Public Works initiated a cleaning project, No. SC 934. The post cleaning Closed Circuit Television video indicated that the portion of the Outfall Interceptor in the vicinity of the Back River Wastewater Treatment Plant is failing.

This matter requires immediate attention because the Outfall Interceptor sewer serves a large area of Baltimore City and Baltimore County, and any failure of this sewer pipe will cause sewer overflows into the environment and into the premises served by the collection system. The failure of this part of the system would block all sewer flow to the Back River Wastewater Treatment Plant, thereby compromising the City's sewer system and adversely affecting the public welfare.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

DPW – cont'd

**MWBOO GRANTED A WAIVER, PURSUANT TO ARTICLE VI, SECTION 11 (e)(ii) OF THE BALTIMORE CITY CHARTER AS THE DESCRIBED CONDITIONS CONTITUTE AN EMERGENCY OF SUCH A NATURE THAT THE PUBLIC WELFARE WOULD BE ADVERSELY AFFECTED BY AWAITING APPROVAL BY THE BOARD OF ESTIMATES IN ORDER TO PROCEED TO OBTAIN THE SERVICES OF THE CONTRACTORS, CONSULTANTS, AND ALL OF THE ASSOCIATED SUPPLIES, MATERIALS, EQUIPMENT, SERVICES OR PUBLIC WORKS UTILIZED BY THE CONTRACTOR (S) FOR THIS EMERGENCY.**

**THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.**

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

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Public Works/ Office  
of Engineering and Construction

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 6,075,000.00	9956-908157-9549	
Wastewater	Rehab Outfall Interceptor	
Revenue Bond		
6,075,000.00	" "	
<u>County Revenue</u>		
<b>\$12,150,000.00</b>	-----	9956-904961-9551-6 Construction

This transfer of funds will cover the construction costs associated with SC No. 1025, Emergency Rehabilitation of Back River Outfall Interceptor with Ulliman Schutte Construction LLC and SC 1025K, Post Award Engineering Services for Emergency Rehabilitation of Back River Outfall Sewer with KCI Technologies, Inc.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task 016 with Hazen & Sawyer PC, under Project No. 1804, On-Call Project and Construction Management Assistance and Inspection Services. The period of this task is approximately 9 months.

**AMOUNT OF MONEY AND SOURCE:**

\$230,078.40 – 9956-905663-9551-900020-705032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of Inspection Services for the on-going work on the Gwynns Falls Sewershed Collection System The original contract will expire on October 23, 2023.The work is within the original scope of the agreement and was requested by the Agency.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 29.00%

**WBE:** 10.00%

The Contractor is in compliance with the current MBE and WBE goals set by MWBOO which are:

**MBE:** 29.00%

**WBE:** 10.00%

**THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 19, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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

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

The Board is requested to ratify and authorize execution of Amendment No. 2 to Agreement (Amendment) with C.C. Johnson & Malhotra, P.C. under Project No. 1238C, On-Call Mechanical Engineering Services. The period of the Amendment is effective upon Board approval through November 2, 2022 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 – Upset limit to be determined with each individual project

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction requested this time extension to keep the On-Call Agreement active and to complete the ongoing design tasks. The current expiration date was November 2, 2021 and the new expiration date is November 2, 2022. The Amendment is within the original scope of work and was requested by the Agency.

**MBE/WBE PARTICIPATION:**

The Vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original Agreement which are:

**MBE:** 27%

**WBE:** 10%

**AUDITS NOTED THE TIME EXTENSION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Public Works (DPW) – Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds for payment to Environmental Quality Resources, LLC. (EQR) in the amount of \$144,294.24 for extra work performed under ER 4036 - Urgent Need Stream Repair.

**AMOUNT OF MONEY AND SOURCE:**

\$144,294.24 - 9958-912403-9525-900020-706063

**BACKGROUND/EXPLANATION:**

On March 8, 2017, the Board approved the award of Environmental Restoration No. 4036R-Urgent Need Stream Repair 1 to EQR in the amount of \$981,049.00. On November 27, 2017, the Notice to Proceed was issued to the Contractor. As of November 18, 2019, the Contractor has completed 100% of all work for ER 4036R. The assigned MBE and WBE goals for this contract were MBE: 9.05% and WBE: 10.06%. The contractor was not compliant in meeting their goals: MBE: 2.3% and WBE: 10.8%. The Contractor advises that they were unable to meet the MBE goal because the MBE subcontractors which were submitted and approved using the items provided at bid time were not able to be used at all or were only able to be used in a limited capacity due to the scope of work that was required under each task order.

The scope of the contract was to provide construction services for the repair and restoration of various stream channels in Baltimore City for Biddison Run, Middle Stony Run and Upper Stony Run where erosion had occurred over time. In addition, stream channels had to be realigned because of storm events as well as the removal of trees at Druid Lake Dam for emergency services as requested/required by the Maryland Department of the Environment (MDE). As of November 27, 2020, the contract's warranty period expired.

Due to the City malware attack and the COVID pandemic, the payment of estimates was delayed. Upon analysis by the Department, it has been determined that the Contractor is currently owed \$495,703.07 for work requested by the Department and that was fully performed and accepted by the Department.

The Contractor has completed the work satisfactorily, the Department has accepted the work and the Department has the funds to pay the shortfall under the Druid Lake Dam Slope Repair. The Department is requesting authorization to reassign the previously

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

DPW – cont'd

approved unused line items and utilize the remaining line items to pay the Contractor per the scope of the contract in the amount of \$351,408.83. After exhausting the current line items there will remain a shortfall of \$144,294.24.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

Employee’s Retirement System – Disability Hearings Services Agreements

The Board is requested to approve and authorize execution of the below listed Disability Hearing Services Agreements. The period of the agreements is January 1, 2022 through December 31, 2022.

- |                                  |                    |
|----------------------------------|--------------------|
| 1. <b>DEVEREAUX E. STERRETTE</b> | <b>\$20,000.00</b> |
| 2. <b>DEBRA A. THOMAS</b>        | <b>\$20,000.00</b> |
| 3. <b>STANLEY C. ROGOSIN</b>     | <b>\$20,000.00</b> |
| 4. <b>EDWARD G. DANIELS</b>      | <b>\$20,000.00</b> |
| 5. <b>JUDY G. SMYLIE</b>         | <b>\$20,000.00</b> |

Account: 1001-000000-1220-147500-603026

These individuals will be paid an annual rate not to exceed \$20,000.00, at a rate of \$700.00 per written decision for which a hearing is held and \$300.00 - \$600.00 per written decision for which no hearing is held.

These individuals are recommended as hearing examiners by the ERS Board pursuant to the terms of the Agreement, on the basis of their experience and expertise in adjudicating retirement disability and death benefit claims.

Article 22, §9(p) of the Baltimore City Code establishes a panel of hearing examiners to adjudicate Employees’ Retirement System and Fire and Police Employees’ Retirement System disability and death benefit cases. The panel is appointed on a 1-year contract basis by the Board and is paid under terms established by the Board. Under §9(p)(2)(iii), the ERS Board of Trustees may submit to the Board recommended candidates for the panel.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

**BOARD OF ESTIMATES**

**12/15/2021**

Employees' Retirement System – Investment Management Agreement

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

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve an Investment Management Agreement with Earnest Partners, LLC.

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

No General Fund monies are involved in this transaction.

All funds and expenses will be expended from the ERS. Earnest Partners, LLC will be investing \$50,000,000.00 of ERS assets in a separate account invested in small-cap private equities. Annual fees will be approximately \$310,000.00.

### **BACKGROUND/EXPLANATION:**

The ERS Board of Trustees conducted a search for a small-cap private equities manager for the ERS and, as a result of that search, interviewed four finalists. Following those interviews, the Board unanimously selected Earnest Partners, LLC. The search and selection were conducted with the assistance and advice of the ERS' investment advisor, Marquette Associates.

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

**MWBOO GRANTED A WAIVER ON NOVEMBER 17, 2021.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

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 claim for attorneys’ fees reached in Lauren Holmes, et al. v. Baltimore Police Department, et al.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 – 1001-000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

Four Plaintiffs filed suit against the Baltimore Police Department (“BPD”), former Baltimore Commissioner Kevin Davis and the Mayor & City Council of Baltimore arising out of their interactions with BPD members in the Harlem Park neighborhood following the shooting death of Detective Sean Suiter in 2017. After the shooting, BPD maintained as a crime scene several square blocks of the neighborhood for multiple days.

The Plaintiffs, who are residents of Harlem Park, allege that BPD’s presence impeded their free access to their homes and that they were stopped by BPD officers without cause. The lawsuit claims violations of Fourth and Fourteenth Amendment rights pursuant to 42 U.S.C. § 1983 as well as violations of Article 26 of the Maryland Declaration of Rights. Plaintiffs demanded both monetary and non-monetary relief.

These underlying claims were settled on or about June 30, 2021. As a prevailing party, Plaintiffs are entitled to attorneys’ fees pursuant to 42 U.S.C. § 1988.

**APPROVED FOR FUNDS BY FINANCE**

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contracts  
listed on the following pages:  
85 - 86  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

**Bureau of Procurement**

1. B50006201, Stand Behind Mowers Metro Bobcat, Inc. \$ 60,087.27

(Dept. of General Services - Fleet)

**MBE/WBE PARTICIPATION:**

On June 22, 2021, MWBOO determined that no goals would be set because of no opportunity to segment the contact.

2. B50006147, Lead Risk Assessment Services KCI Technologies, Inc. \$682,212.00

(Dept. of Housing and Community Development)

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

<b>MBE:</b> Paul's Lead Inspections, LLC	N/A	15%
Environmental Health Consultants, LLC	N/A	7%
NAN technologies, Inc.	<u>N/A</u>	<u>5%</u>
<b>Total</b>	<b>N/A</b>	<b>27%</b>
<b>WBE:</b> Inspection Experts, Inc.	N/A	10%

**MWBOO FOUND VENDOR COMPLIANT ON OCTOBER 13, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation (DOT)

- 3. TR 21007, Curb Repair Citywide **REJECTION:** On June 16, 2021, six bids were opened for TR 21007, Curb Repair Citywide. Bids ranged from a low of \$595,606.00 to a high of \$785,045.00. Due to a change in the scope of the contract, the DOT is requesting the Board’s permission to reject all bids and to re-advertise at a later date.

Bureau of Procurement

- 4. B50006206, Procurement Assessment and Transformation  
(Dept. of Finance) Civic Initiatives, LLC \$ 356,180.00

**MBE/WBE PARTICIPATION:**

On March 11, 2021, MWBOO set goals of 10% MBE and 5% WBE. Civic Initiatives, LLC was found compliant on November 17, 2021.

**MBE:** Maryland Washington Minority Companies Assoc. 11%

**WBE:** Aspen of DC, Inc. dba ADC Management Solutions 20%

**MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 17, 2021.**

## AGENDA

**BOARD OF ESTIMATES**

**12/15/2021**

Department of Human Resources – Modification/Establishment of AM 205-8 Substance Abuse Policy and AM 205-7-1 Severance Pay

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

The Board is requested to approve establishment of Administrative Manual (“AM”) Policy 205-8 Substance Abuse Policy and 205-7-1 Severance Pay, which have been reviewed and modified to better reflect industry best practice in pre-employment drug screening for newly hired persons and pay for executives upon separation. These personnel actions are effective upon Board approval.

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

There are no costs associated with these actions.

### **BACKGROUND/EXPLANATION:**

AM 205-8 - This policy is presented to enact the preclusion of pre-employment drug and alcohol screening for employees in non-safety sensitive classifications.

AM 205-7-1- This policy is presented to enact the severance pay program for equitable compensation of certain executive-level employees (Agency Director, Deputy Director, or Bureau Head) who are not in the Civil Service, upon their separation from city service for a qualifying reason.

**AM 205-8** Substance Abuse Policy  
**AM 205-7-1** Severance Pay

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### DHR – cont'd

The purpose of the severance pay program is to provide equitable compensation to certain executive-level employees (Agency Director, Deputy Director, or Bureau Head) who are not in the Civil Service (“at-will”), upon their separation from city service for a qualifying reason.

#### **Scope**

This policy applies to all non-civil service employees who fall under the direction and authority of the Mayor of the City of Baltimore in the capacity of a Bureau Head or above who are separating from employment for any reason that is not nonfeasance, misfeasance, or malfeasance. Severance pay is not related to employee leave payouts as described in *AM 205-7 Separation and Payment at Termination*.

#### **Definitions**

**Base pay** - An employee’s salary, which may be reported as an hourly wage, weekly, semimonthly, monthly or annual salary, excluding shift differentials, temporary pay, benefits, overtime, or other similar non-base pay compensation.

**Malfeasance** – occurs when the act that caused employee separation is intentional.

**Misfeasance** – occurs when the act that caused employee separation is accidental.

**Nonfeasance** – occurs when the employee separates for failure to act when action is required.

#### **General provisions**

1. Severance pay shall be conditioned upon salaries saved by not filling the position for the period of time paid in severance and will only be paid only when funds are available in the agencies budget. Severance pay is calculated on base pay only.

Severance Pay Schedule	
Employee Tenure	Paid Working Days
Less than one (1) year	No severance allowed
At least one (1) year but less than three (3) years	10 Working Days
At least three (3) years but less than six (6) years	15 Working Days
At least six (6) years but less than ten (10) years	20 Working Days
More than ten (10) years	30 Working Days
More than twenty (20) years	35 Working Days
More than thirty (30) years	40 Working Days

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### DHR – cont'd

2. Severance pay is contingent upon the non-civil service employee signing the severance agreement and waiving all claims against the City relating to termination of employment with the exception of Unemployment and Worker's Compensation laws.
3. Severance pay does not include any payment which an employee is entitled to for any other benefits accrued and vested to the employee.
4. This severance policy does not and shall not create employment or compensation rights.

#### **Related information**

AM 205-7 Separation and Payment at Termination

## AGENDA

### BOARD OF ESTIMATES

12/15/2021

#### Office of Equity and Civil Rights – Living Wage Recommendation 2023

The Wage Commission, in accordance with the Living Wage Law, City Code Article 5, Subtitle 26, is required each year by December 15th to recommend to the Board of Estimates a revised Living Wage rate for City of Baltimore service contracts.

The Wage Commission reviewed the yearly revision of the U.S. Census Bureau's Poverty threshold. After careful consideration of the poverty level for a family of four, currently set at \$26,500.00 and other wage data, the Commission is recommending to the Board of Estimates that the Living Wage be increased from the current hourly pay rate of \$12.59 to \$12.74. This pay rate shall apply to City of Baltimore service contracts as recommended by the City Purchasing Agent and designated by the Board of Estimates effective July 1, 2022.

Methodology for calculation:

\$26,500.00 is divided by 2,080 (a forty-hour work week x 52 weeks) = \$12.74 per hour.

**AGENDA**

**BOARD OF ESTIMATES**

**12/15/2021**

**PROPOSALS AND SPECIFICATIONS**

1. Department of Transportation - TR 11317, Martin Luther King Jr. Boulevard at Howard Street Corridor Improvements  
**BIDS TO BE RECV'D: 2/9/2022**  
**BIDS TO BE OPENED: 2/9/2022**
  
2. Department of Public Works - WC 1292, Small Water Main Replacements and Rehabilitation at Various Locations – Belair Road Area  
**BIDS TO BE RECV'D: 1/19/2022**  
**BIDS TO BE OPENED: 1/19/2022**

**12:00 NOON**

**ANNOUNCEMENT OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**