

## NOTICES :

1. On January 22, 2014, the Board of Estimates approved the Resolution on the Regulation of Board of Estimates Meetings and Protests, effective February 05, 2014. Pursuant to the Resolution:

a. Anyone wishing to speak before the Board, whether individually or as the spokesperson of an entity must notify the Clerk of the Board in writing no later than noon on the Tuesday preceding any Board meeting, or by an alternative date and time specified in the agenda for the next scheduled meeting. The written protest must state (1) whom you represent and the entity that authorized the representation; (2) what the issues are and the facts supporting your position; and (3) how the protestant will be harmed by the proposed Board action.

b. Matters may be protested by a person or any entity directly and specifically affected by a pending matter or decision of the Board. In order for a protest to be considered, the protestant must be present at the Board of Estimates meeting at 9:00 A.M., in Room 215, City Hall.

c. A Procurement Lobbyist, as defined by Part II, Sec. 8-8 (c) of The City Ethics Code must register with the Board of Ethics as a Procurement Lobbyist in accordance with Section 8-12 of The City Ethics Code.

The full text of the Resolution is posted in the Department of Legislative Reference, the President of the Board's web site, ([http://www.baltimorecitycouncil.com/boe\\_agenda.htm](http://www.baltimorecitycouncil.com/boe_agenda.htm)) and the Secretary to the Board's web site (<http://www.comptroller.baltimorecity.gov/BOE.html>).

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

NOTICES - cont'd:

2. NOTICE OF SPECIAL MEETING

THE BOARD OF ESTIMATES WILL HOLD ITS ANNUAL

FISCAL 2020 BUDGET BRIEFING PRESENTATION

ON THURSDAY, APRIL 11, 2019

FROM 10:00 A.M. TO 11:30 A.M.

CITY HALL, CURRAN ROOM, 4<sup>th</sup> FLOOR

100 N. HOLLIDAY STREET

BALTIMORE, MARYLAND 21202

**BOARD OF ESTIMATES' AGENDA - APRIL 10, 2019**

**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 Contracting & Environmental Services, Inc.	\$84,220,000.00
J. Villa Construction, Inc.	\$ 8,000,000.00
Site Work	\$ 80,000.00

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:

Assedo Consulting, LLC	Engineer
Athavale, Lystad & Associates, Inc.	Engineer
Environmental Design International, Inc.	Engineer
Holbert Apple Associates, Inc.	Engineer
Kimley-Horn and Associates, Inc.	Engineer
McLaren Technical Services, Inc.	Engineer Land Survey Landscape Architect

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

**BOARDS AND COMMISSIONS** - cont'd

Mercado Consultants, Inc.

Engineer  
Property Line Survey  
Land Survey

Mincin Patel Milano, Inc.

Engineer

Patton Harris Rust & Associates, P.C.

Engineer  
Landscape Architect  
Land Survey

TRANSFERS OF FUNDS

\* \* \* \* \*

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

4 - 5

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

4/10/2019

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$22,000.00	9938-912055-9475	
Video Lottery	FY15 Northwest	
Terminal Revenue	Park Improvement	
	(Reserve)	
43,000.00	9938-918032-9475	
Video Lottery	Northwest Park	
<u>Terminal Revenue</u>	Improvements	
<b>\$65,000.00</b>	-----	9938-913055-9474
		FY15 Northwest Park
		Improvement (Active)

This transfer will provide funds to cover the costs associated with demolition of 3 building structures for Northwest Park Improvements.

2. \$223,932.83	9938-913001-9475	9938-906776-9474
State	Construction	Recreation Facility
	Reserve	Expansion (Active)
	- unallocated	
	(unallocated	
	Reserve)	

This transfer will provide funds to adjust the state appropriation to match the Program Open Space Grant.

Department of General Services

3. \$150,000.00	9916-905001-9194	9916-902955-9197
Other Funds	Construction	Northwestern
	Reserve Unallotted	District Police
		Station
		Improvements -
		(Active)

AGENDA

BOARD OF ESTIMATES

4/10/2019

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

Department of General Services - cont'd

This transfer will provide funds for the existing roof at Northwestern District Police Station that has surpassed its useful life span and must be replaced. The conditions of the plumbing, HVAC, and electrical systems require improvements so they can adequately serve the needs of the Police Department.

Department of Housing and Community Development

4.	\$49,000.00	9910-908134-9588	9910-905152-9588
	1 <sup>st</sup> Comm. & Eco.	Whole Block -	Green Open Space
	Dev. Bonds	Planning Dept.	
		FY17	

This transfer will provide funds for a grant to be administered by the Chesapeake Bay Trust for community groups and neighborhood associations to green and maintain lots in the Baltimore Green Network's focus areas and violence reduction areas.

Department of Public Works

5.	\$167,237.67	9960-905596-9557	9960-911981-9557-4
	Revenue Bond	WC 1306 Montebello	Construction
		WFP Washwater	

This transfer will cover costs of construction for Colgate Water Tank Replacement.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Employees' Retirement System - Participation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve a Participation Agreement for its investment in Payden & Rygel Collective Investment Trust - Emerging Markets Bond Collective Fund.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000,000.00 - approximately of ERS funds

No General Fund monies are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The ERS Board of Trustees conducted a search for an investment manager and, as a result of that search, it selected Payden & Rygel, a minority and women-owned equity investment manager, to accept an initial investment of \$75,000,000.00 to be placed with the Emerging Markets Bond Collective Fund of the Payden & Rygel Collective Investment Trust.

The search and selection process was conducted with the assistance and advice of the ERS' investment advisor, Marquette Associates.

**MWBOO GRANTED A WAIVER.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Nathan Robbins, Developer, for the sale of the City-owned property located at 1125 Sargent Street.

**AMOUNT OF MONEY AND SOURCE:**

\$4,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The vacant building will be rehabbed as a single-family residential rental. The City may dispose of the property by virtue of Article II, Section 15 of the City Charter (2010 Edition) and Article 28, Subtitle 8 of the City Code (2010 Edition).

The property was journalized and approved for sale on April 21, 2016.

The purchase of the site will be financed through private funds.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE WAIVER VALUATION PRICE:**

The property is being sold for \$4,000.00. The property will be sold below the Waiver Valuation Price \$5,000.00 for the following reasons:

- the sale and rehabilitation will serve a specific benefit to the community,

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - cont'd  
Community Development

- the sale and rehabilitation will eliminate blight, and
- the sale will return the property to the City's tax rolls.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                      - Side Yard Land  
Community Development (DHCD)            Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement (LDA) with Broadway Realty Group LLC, Purchaser, for the sale of the City-owned property located at 1600 N. Broadway.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The lot will be sold for the price of \$1,000.00, of which \$400.00 will be held in escrow by the City for the benefit of the Developer to be applied at settlement for closing costs including transfer taxes, recordation fees, taxes, and associated title services.

The Purchaser will be using private funds to pay for the acquisition and maintenance of the property.

The DHCD's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 1600 N. Broadway to the adjacent property owner. As a condition of conveyance, the Developer has agreed to the terms of the Side Yard LDA, which prohibits development of the parcel for a minimum of ten years.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

The City may dispose of the Property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code.

The property is being sold for \$1,000.00, as the purchaser holds title on the adjacent property as owner-occupied.

**MBE/WBE PARTICIPATION:**

The Purchaser 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 is not applicable.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - Side Yard Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement (LDA) with MORE-RICH DE SPE, LLC, Purchaser, for the sale of the City-owned property located at Block 3834, Lot 022.

**AMOUNT OF MONEY AND SOURCE:**

\$1,322.74 - Purchase Price

\$400.00 - will be held in escrow by the City for the Purchaser

**BACKGROUND/EXPLANATION:**

The Purchaser will use private funds to pay for the acquisition and maintenance of the property.

The Department's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as Block 3834, Lot 022 to MORE-RICH DE SPE, LLC. As a condition of conveyance, the Purchaser has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The funds in the amount of \$400.00 will be held in escrow by the City for the benefit of the Purchaser to be applied at settlement for closing costs including transfer taxes, recordation fees, taxes and associated title services.

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - cont'd  
Community Development

The property is being sold for \$1,322.74, as the Purchaser holds title on the adjacent property as owner-occupied.

**MBE/WBE PARTICIPATION:**

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation. Therefore, Minority and Women's Business Enterprise participation is not applicable.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Adopt A Block, Inc., Developer, for the sale of the City-owned property located at 2526 E. Hoffman Street.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The City will convey all of-its rights, title, and interest in 2526 E. Hoffman Street to Adopt A Block, Inc. for the price of \$1,000.00, which will be paid at the time of settlement. The Developer will be using private funds.

The project will involve the complete rehabilitation of the vacant building located at 2526 E. Hoffman Street for use as a single-family home in the Berea neighborhood and will be donated to a veteran as a primary residence.

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

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

Pursuant to the Appraisal Policy of Baltimore City the Waiver Valuation Process was used to determine the price. The Department determined the property located at 2526 E. Hoffman Street to be valued at \$5,000.00. The property is being sold for \$1,000.00.

DHCD - cont'd

The property will be sold below the Waiver Valuation Price for the following reasons:

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

**MBE/WBE PARTICIPATION:**

The Developer will purchase this 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 is not applicable.

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



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of the City-owned property located in the Allendale neighborhood to Rahimat Akinnibosun, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The City will convey all its rights, title and interest in 422 N. Loudon Avenue which will be paid to the City of Baltimore at the time of settlement.

The project will involve the complete rehabilitation of the vacant building at 422 N. Loudon Avenue for use as a single-family home for resale in the Allendale neighborhood.

**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 incentive for the purchase of rehabilitation; therefore, MBE/WBE is not applicable.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and Community Development (DHCD) - Acquisition by Gift

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1717 Edmondson Avenue, Block 0121, Lot 024 by gift from Moses Fadiran, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property at 1717 Edmondson Avenue, Block 0121, Lot 024. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 12, 2019, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

1717 Edmondson Avenue

Tax Sale	308118	\$ 7,699.75	
Real Property Tax	2018-2019	76.32	
Real Property Tax	2017-2018	Included in Tax Sale	
Real Property Tax	2016-2017	Included in Tax Sale	
Real Property Tax	2015-2016	Included in Tax Sale	
Real Property Tax	2014-2015	Included in Tax Sale	
Real Property Tax	2013-2014	Included in Tax Sale	
Real Property Tax	2012-2013	Included in Tax Sale	
Real Property Tax	2011-2012	Included in Tax Sale	
Miscellaneous	6396626	Included in Tax Sale	
Miscellaneous	6795488	Included in Tax Sale	
Miscellaneous	6980858	Included in Tax Sale	
Miscellaneous	7060031	Included in Tax Sale	
Miscellaneous	7584980	Included in Tax Sale	
Miscellaneous	7799612	Included in Tax Sale	
Miscellaneous	7943319	Included in Tax Sale	
Miscellaneous	7947294	Included in Tax Sale	
Miscellaneous	8214058	306.63	
Miscellaneous	8259103	258.62	
Miscellaneous	8577504	221.34	
Miscellaneous	8715609	160.00	
Environmental	55067201	1,515.00	
Registration	301126	132.60	
Total Municipal Liens:		<u>\$10,370.26</u>	

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2209 Christian Street, Block 0696, Lot 098 by gift from Haitham Nabulsi, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property at 2209 Christian Street, Block 0696, Lot 098. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 1, 2019, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

2209 Christian Street

Real Property Tax	2018-2019	\$ 99.92	
Real Property Tax	2017-2018	Included in	Tax Sale
Miscellaneous	8218075	118.05	
Miscellaneous	8509960	225.56	
Miscellaneous	8618134	213.21	
Environmental	54807573	Included in	Tax Sale
Registration	066001	<u>130.00</u>	
Total Municipal Liens:		<b>\$ 786.74</b>	

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 505 N. Calhoun Street, Block 0125, Lot 052 by gift from Renovations by Design, LLC, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property at 505 N. Calhoun Street, Block 0125, Lot 052. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through November 21, 2018, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

505 N. Calhoun Street

Real Property Taxes	2018-2019	\$ 73.56
Property Registration	016466	<u>130.00</u>
Total Municipal Liens:		<b>\$ 203.56</b>

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 3708 Spaulding Avenue, Block 4575, Lot 028 by gift from Mercer Real Estate Management and Investment, LLC, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property at 3708 Spaulding Avenue, Block 4575, Lot 028. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 26, 2019, other than water bills, are as follows:



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

3708 Spaulding Avenue

Real Property Taxes	2018-2019	\$ 0.00
Registration	417955	<u>130.00</u>
Total Municipal Liens:		<b>\$ 130.00</b>

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 508 N. Schroeder Street, Block 0128, Lot 058 by gift from John McDaniel, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property at 508 N. Schroeder Street, Block 0128, Lot 058. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 5, 2019, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

508 N. Schroeder Street

Real Property Tax	2018-2019	\$ 99.92
Miscellaneous	8704249	160.00
Registration	420944	<u>130.00</u>
Total Municipal Liens:		<b>\$389.92</b>

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1603 Normal Avenue, Block 4165, Lot 061 by gift from Mignon Williams, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property at 1603 Normal Avenue, Block 4165, Lot 061. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 8, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

4/10/2019

DHCD - cont'd

1603 Normal Avenue

Tax Sale	304885	\$24,068.82
Real Property Tax	2018-2019	24.98
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Miscellaneous	6365274	453.31
Miscellaneous	6418529	452.16
Miscellaneous	6760474	589.72
Miscellaneous	7061559	22,845.71
Environmental	52508512	Included in Tax Sale
Paving	110010014424165061RA	Included in Tax Sale
Registration	027821	1,906.00
Total Municipal Liens:		<u>\$50,340.70</u>

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and Community Development (DHCD) - Acquisition by Gift

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 501 E. 26<sup>th</sup> Street by gift from Crawford Blackmon, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned property, which enables the property to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property located at 501 E. 26<sup>th</sup> Street. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 4, 2019, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

501 E. 26<sup>th</sup> Street

Tax Sale	337849	\$15,740.46
Real Property Tax	2018-2019	124.98
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Real Property Tax	2009-2010	Included in Tax Sale
Real Property Tax	2007-2008	Included in Tax Sale
Real Property Tax	2008-2009	Included in Tax Sale
Special Benefits	2018/2019	1.34
Special Benefits	2017/2018	Included in Tax Sale
Special Benefits	2016/2017	Included in Tax Sale
Special Benefits	2015/2016	Included in Tax Sale
Special Benefits	2014/2015	Included in Tax Sale
Special Benefits	2013/2014	Included in Tax Sale
Special Benefits	2012/2013	Included in Tax Sale
Special Benefits	2011/2012	Included in Tax Sale
Special Benefits	2010/2011	Included in Tax Sale
Special Benefits	2009/2010	Included in Tax Sale
Special Benefits	2008/2009	Included in Tax Sale
Special Benefits	2007/2008	Included in Tax Sale
Special Benefits	2006/2007	Included in Tax Sale
Special Benefits	2005/2006	Included in Tax Sale
Special Benefits	2004/2005	Included in Tax Sale
Special Benefits	2003/2004	Included in Tax Sale
Special Benefits	2002/2003	Included in Tax Sale
Special Benefits	2001/2002	Included in Tax Sale
Miscellaneous	3616794	Included in Tax Sale
Miscellaneous	3650009	Included in Tax Sale
Miscellaneous	3787603	Included in Tax Sale
Miscellaneous	4253654	Included in Tax Sale
Miscellaneous	4902714	Included in Tax Sale
Miscellaneous	5463328	Included in Tax Sale
Miscellaneous	5823877	Included in Tax Sale
Miscellaneous	6469092	Included in Tax Sale
Miscellaneous	6612980	Included in Tax Sale

AGENDA

BOARD OF ESTIMATES

4/10/2019

DHCD - cont'd

Miscellaneous	6799050	Included in Tax Sale
Miscellaneous	7957533	Included in Tax Sale
Miscellaneous	8493686	266.65
Miscellaneous	8510505	331.98
Miscellaneous	8549834	210.77
Miscellaneous	8665234	160.00
Environmental	52542636	Included in Tax Sale
Environmental	53230280	Included in Tax Sale
Environmental	54803697	Included in Tax Sale
Registration	423871	<u>2,100.60</u>
Total Municipal Liens:		<b>\$18,836.78</b>



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and Community Development (DHCD) - Acquisition by Gift

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1505 N. Bradford Street, Block 1484 Lot 077, by gift from Carolyn Jourdan, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned property, which enables the property to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property located at 1505 N. Bradford Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 7, 2019, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

1505 N. Bradford Street

Tax Sale	294213	\$ 9,122.49	
Real Property Tax	2018-2019	124.93	
Real Property Tax	2017-2018	Included in Tax Sale	
Real Property Tax	2016-2017	Included in Tax Sale	
Real Property Tax	2015-2016	Included in Tax Sale	
Real Property Tax	2014-2015	Included in Tax Sale	
Real Property Tax	2013-2014	Included in Tax Sale	
Real Property Tax	2012-2013	Included in Tax Sale	
Miscellaneous	5759907	Included in Tax Sale	
Miscellaneous	5834171	Included in Tax Sale	
Miscellaneous	6078976	Included in Tax Sale	
Miscellaneous	6114409	Included in Tax Sale	
Miscellaneous	6387005	Included in Tax Sale	
Miscellaneous	6430284	Included in Tax Sale	
Miscellaneous	6555585	Included in Tax Sale	
Miscellaneous	6713648	Included in Tax Sale	
Miscellaneous	7082068	Included in Tax Sale	
Miscellaneous	7359847	Included in Tax Sale	
Miscellaneous	7587033	Included in Tax Sale	
Miscellaneous	7644248	368.25	
Miscellaneous	7899651	294.87	
Miscellaneous	7972581	267.61	
Miscellaneous	8078198	281.09	
Miscellaneous	8401382	228.17	
Miscellaneous	8672859	199.31	
Registration	087755	1,048.49	
Total Municipal Liens:		<u>\$11,935.21</u>	

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2136 Division Street (Block 0307, Lot 018) and the leasehold interests in 2112 Division Street (Block 0307, Lot 007) and 2137 Division Street (Block 0308, Lot 019) by gift from Caroline Leo, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the properties located at 2136 Division Street, 2112 Division Street and 2137 Division Street. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the properties by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through November 21, 2018, other than water bills, are as follows:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

2136 Division Street

Real Property Taxes	2018-2019	0.00
Real Property Taxes	2017-2018	4.14
Real Property Taxes	2011-2012	53.45
Miscellaneous Bill	#8651408	203.00
Property Registration	#806080	<u>130.00</u>
Total Municipal Liens:		<b>\$390.59</b>

2112 Division Street

Real Property Taxes	2018-2019	73.56
Property Registration	#016466	<u>130.00</u>
Total Municipal Liens:		<b>\$203.56</b>

2137 Division Street

Real Property Taxes	2018-2019	73.56
Miscellaneous Bill	#8601635	204.97
Property Registration	#821955	<u>130.00</u>
Total Municipal Liens:		<b>\$408.53</b>

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and Community Development (DHCD) - Acquisition by Gift

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1556 Clifton Avenue by gift from Clarence A. Hicks and Mary A. Hicks, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owners agree to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned property, which enables the property to be returned to productive use and improve neighborhoods in Baltimore City.

The Owners have offered to donate to the City, title to the property located at 1556 Clifton Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owners will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through March 18, 2019, other than water bills, are as follows:

AGENDA

BOARD OF ESTIMATES

4/10/2019

DHCD - cont'd

1556 Clifton Avenue

Real Property Taxes

18/19	1,256.35
17/18	1,535.89
16/17	2,055.14
15/16	2,092.52
14/15	2,110.89
13/14	792.58
12/13	882.00
11/12	1,015.82
10/11	2,002.70
09/10	1,797.00
08/09	1,428.65
07/08	2,048.69
06/07	1,125.38
05/06	1,210.50

Tax Sale

Cert No 295331	05/18/15	70,911.90
Cert No 081694	05/13/96	1,097.21

Miscellaneous Bills

#2560878	660.49
#3181807	432.22
#3785649	48.95
#4168787	109.77
#4175428	120.75
#4559761	222.04
#4843629	140.69
#5226063	269.63
#5279419	303.21
#5518469	269.31
#6090377	262.13
#6415251	224.44
#6577423	206.50
#6670301	322.31
#7096506	271.71
#7336886	149.77
#7406424	353.89
#7488547	176.80

AGENDA

BOARD OF ESTIMATES

4/10/2019

DHCD - cont'd

#7616469		153.44
#7647597		190.11
#7782782		311.56
#7818354		179.01
#7962491		211.94
#8179780		149.14
#8272700		186.40
#8462210		238.06
Environmental Citation	#5461118	
	(2/1/19)	1,500.00
Property Registration	#203263	938.21
Total Municipal Liens:		<u>\$101,965.70</u>

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Housing and - Community Development Block Grant  
Community Development Agreements

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

**1. INTERSECTION OF CHANGE, INC. \$101,000.00**

Accounts: 2089-208919-5930-429823-603051	\$ 46,000.00
2089-208919-5930-429834-603051	\$ 25,000.00
2089-208919-5930-429826-603051	\$ 30,000.00

Intersection of Change, Inc. will utilize the funds to subsidize the operating costs of community-based programs which include Martha's Place, Jubilee Arts and Strength to Love II. Martha's Place is a recovery program for women overcoming substance abuse and homelessness. The program offers permanent housing with recovery and support services.

Jubilee Arts, is a comprehensive art program that offers art classes and cultural opportunities to adults and children.

Strength to Love II operates an urban farm that addresses community food desert issues and provides employment training to ex-offenders returning to the community.

**FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.**

**MWBOO GRANTED A WAIVER.**

**2. HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC) \$ 75,000.00**

Accounts: 2089-208918-5930-435026-603051	\$ 30,000.00
2089-208918-5930-435081-603051	\$ 9,000.00
2089-208918-5930-435062-603051	\$ 36,000.00



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

The HEBCAC will utilize the funds to subsidize the operating costs related to the rehabilitation of residential properties for existing and new low income homeowners within the historic East Baltimore areas of the City and to support Dee's Place, an alcohol and drug addiction recovery support center. Dee's Place provides substance abuse treatment and other services.

**MWBOO GRANTED A WAIVER.**

- 3. **GREEN & HEALTHY HOMES INITIATIVE, INC.                    \$185,400.00**  
**(GHHI)**

Account: 2089-208919-5930-436763-603051

The GHHI is dedicated to preventing childhood lead poisoning through advocacy, outreach and education. Working in partnership with the community, the GHHI is committed to ensuring that all children grow up in affordable, lead-safe housing and that community-based solutions for lead-safe housing are implemented which will result in healthier children and healthier communities. The GHHI through its Safe at Home, Green and Healthy Homes program will implement a comprehensive approach to reduce childhood lead poisoning. The period of the agreement is September 1, 2018 through August 31, 2019.

**FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$148,917.00.**

**MBE:** \$40,207.71

**WBE:** \$14,891.00

On August 8, 2018, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2018 Annual Action Plan for the following formula programs:

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

DHCD - cont'd

1. Community Development Block Grant (CDBG)
2. HOME
3. Emergency Solutions Grant (ESG)
4. Housing Opportunities for Persons with AIDS (HOPWA)

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the plan effective July 1, 2018 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

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

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Options</u>			
1. A & P, LLC	503 N. Mount Street	G/R \$ 60.00	\$ 550.00
Funds are available in account no. 9910-904177-9588-900000-704040, Future Harlem Park RFP.			
2. Ralph and Carol Zahnow	507 N. Mount Street	G/R \$ 60.00	\$ 400.00
Funds are available in account no. 9910-907079-9588-900000-704040, Future Harlem Park RFP.			

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Health Department - Agreement and Ratification of Amendment

The Board is requested to approve and authorize execution of the agreement and to ratify the amendment to agreement.

AGREEMENT

- 1. **FOREST PARK SENIOR CENTER, INC.** **\$ 50,987.00**

Account: 4000-433519-3024-768903-603051

Under the terms of this agreement, the Forest Park Senior Center, Inc. will operate a senior program and serve as the community focal point for seniors and their caregivers. The services provided will include, but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2018 through September 30, 2019.

This agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

RATIFICATION OF AMENDMENT TO AGREEMENT

- 2. **ANNIE E. CASEY FOUNDATION** **\$ 0.00**

On March 1, 2017, the Board approved the Grant Award from the Annie E. Casey Foundation for the period of December 1, 2016 through November 30, 2017 in the amount of \$250,000.00.

On June 28, 2017, the Board approved the first no-cost time extension of the period of the grant award through May 31, 2018.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Health Department - cont'd

On September 13, 2017, the Board approved the second no-cost time extension of the grant award through December 31, 2018.

This ratification of the Amendment to Agreement for a third no-cost time extension will extend the period of the grant award through June 30, 2019. This will allow time for the Department to complete its deliverables.

The Amendment to Agreement is late because of administrative delays.

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

**APPROVED FOR FUNDS BY FINANCE**

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

EXTRA WORK ORDER

\* \* \* \* \*

The Board is requested to approve the  
Extra Work Order  
as listed on the following page:

45

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

AGENDA

BOARD OF ESTIMATES

4/10/2019

EXTRA WORK ORDER

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

Department of Transportation

- |    |  |   |  |     |
|----|--|---|--|-----|
| 1. | EWO #001, \$40,733.21 - Project No. 1244, Planning and Design Consultant Services for Hanover Street Bridge Multimodal Corridor Plan |   |  |     |
|    | \$1,001,110.65   | - | AECOM Techni-<br>cal Services,<br>Inc. | - - |

This authorization provides for the revision to the Public Outreach Plan. The scope of services includes, but is not limited to project name change, City logo change on project materials, preparation for and participation in a second set of stakeholder group meetings, and printing of four bound copies of the Project Report.

DBE PARTICIPATION:

The Consultant will comply with Title 49 of the Federal Regulations Part 26 (49 CFR26) of the DBE 28.98% established in the original agreement.

This is the first Change Order for this contract. There are no DBEs at this time. However, there remains enough capacity to meet the goal.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the Expenditure of Funds to pay P. Flanigan & Sons, Inc., Contractor.

**AMOUNT OF MONEY AND SOURCE:**

\$191,389.87 - 9938-901751-9474-900000-702064

**BACKGROUND/EXPLANATION:**

On August 22, 2014, the Board awarded TR 12313, Herring Run Greenway - Phase I with an expiration date of January 31, 2016. Subsequent to the final review of the contract, it was discovered that the Contractor should be compensated for an equitable adjustment for work performed for the assembly and the erection of two causeways across Herring Run.

The Contractor submitted a cost proposal of \$231,389.87 to assemble and erect bridges 1 and 2. After a cost review by the Department of Recreation and Parks and negotiation with the Contractor, the Department and Contractor settled on a reduction of \$40,000.00, for a final cost of \$191,389.87.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation (DOT) - Developer's Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Developer's Agreement with North Castle Street Properties, LLC.

**AMOUNT OF MONEY AND SOURCE:**

A performance bond in the amount of \$24,290.00 has been issued to North Castle Street Properties, LLC, which assumes 100% of the financial responsibility.

**BACKGROUND/EXPLANATION:**

North Castle Street Properties, LLC is in the process of constructing an apartment building and needs to upgrade an existing water service at 510 North Castle Street, Baltimore Maryland 21205. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

**MBE/WBE PARTICIPATION:**

N/A

As this item is not the result of City procurement, the above named entity is responsible for all costs; therefore Article 5, Subtitle 28 MWDBE goals do not apply.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation/ - Task Assignment  
Office of Engineer & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 3 to Rummel, Klepper & Kahl, LLP, On-Call Bridge Design Services Project No. 1249. The period of Task No. 3 is approximately 6 months.

**AMOUNT OF MONEY AND SOURCE:**

\$161,133.67 - 9950-932009-9506-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for replacement of the existing wall along Dartmouth Road in Baltimore with a more modern and efficient structure.

**THE EAR WAS APPROVED BY MWBOO ON 12/21/2018**

**MBE/WBE PARTICIPATION:**

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

MBE: 27%

WBE: 10%

The Consultant has met 0% of MBE and 0% of WBE goals and has the capacity to meet the remaining goals.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT'S</u></b>
\$177,033.99 State Rev	9950-944005-9507 Construction Reserve- Dartmouth Retaining Wall	9950-932009-9506-3 Design Replacement of the Dartmouth Retaining Wall

This transfer will fund the costs associated with Task No. 3 under Project No. 1249 for On-Call Bridge Design Services with Rummel, Klepper & Kahl, LLP.

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 012 to Rummel, Klepper & Kahl, LLP under Project No. 1209, On-Call Traffic Engineering Services. The period of the Task Assignment is 3 months.

**AMOUNT OF MONEY AND SOURCE:**

\$79,981.97 - 9950-905182-9527-901050-703032

**BACKGROUND/EXPLANATION:**

This task will provide for engineering support to the City to develop conceptual design plans for the Arlington Avenue Greenway. The scope of services includes, but is not limited to project management, discovery and data collection, concept development and public engagement, and Arlington Avenue Greenway 30% concept design.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%

The Consultant exceeded the MBE goal by achieving 37% and the WBE goal by achieving 14%.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
\$90,000.00	9950-921019-9509	9950-905182-9527-3
State Rev.	Constr. Reserve	Design - Bike
	Bike Master Plan	Network Plan

This transfer will fund the costs associated with Task No. 12, Project No. 1209, On-Call Traffic Engineering Services.

(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**

**4/10/2019**

Department of Transportation - Partial Release of Retainage Agreements

The Board is requested to approve and authorize execution of the release of retainage agreements with the following contractors for the various contracts:

	<u>Contractor</u>	<u>Contract No.</u>	<u>Retainage Amount</u>
1.	<b>P. FLANIGAN &amp; SONS, INC.</b>	<b>TR 17006</b>	<b>\$ 65,068.88</b>

Account: 9950-916005-9514-000000-200001

All work on Contract No. TR 17006 was substantially completed on December 28, 2018, and the contractor has requested a Partial Release of Retainage in the amount of \$65,068.88. The City holds funds in the amount of \$67,068.88. The remaining \$2,000.00 is sufficient to protect the interests of the City.

2.	<b>J. VILLA CONSTRUCTION, INC.</b>	<b>TR 17009</b>	<b>\$ 21,500.00</b>
----	--	-----------------	---------------------

Account: 9950-905559-9508-000000-200001

All work on Contract No. TR 17009 was substantially completed on October 24, 2017, and the contractor has requested a Partial Release of Retainage in the amount of \$21,500.00. The City holds funds in the amount of \$23,500.00. The remaining \$2,000.00 is sufficient to protect the interests of the City.

3.	<b>M. LUIS CONSTRUCTION, CO, INC.</b>	<b>TR 17011</b>	<b>\$ 97,676.12</b>
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Account: 9950-906721-9514-000000-200001



AGENDA

BOARD OF ESTIMATES

4/10/2019

Department of Transportation - cont'd

<u>Contractor</u>	<u>Contract No.</u>	<u>Retainage Amount</u>
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All work on Contract No. TR 17014 was substantially completed on October 4, 2018, and the contractor has requested a Partial Release of Retainage in the amount of \$101,556.00. The City holds funds in the amount of \$103,556.11. The remaining \$2,000.00 is sufficient to protect the interests of the City.

- |    |  |                 |                     |
|----|--|-----------------|---------------------|
| 7. | <b>P. FLANIGAN &amp; SON,<br/>INC.</b> | <b>TR 17016</b> | <b>\$140,474.23</b> |
|----|--|-----------------|---------------------|

Account: 9950-902757-9514-000000-200001

All work on Contract No. TR 17016 was substantially completed on October 1, 2018, and the contractor has requested a Partial Release of Retainage in the amount of \$140,474.23. The City holds funds in the amount of \$142,474.23. The remaining \$2,000.00 is sufficient to protect the interests of the City.

- |    |   |                 |                     |
|----|---|-----------------|---------------------|
| 8. | <b>MACHADO CONSTRUCTION<br/>COMPANY, INC.</b> | <b>TR 17017</b> | <b>\$111,978.02</b> |
|----|---|-----------------|---------------------|

Account: 9950-911720-9514-000000-200001

All work on Contract No. TR 17017 was substantially completed on January 16, 2019, and the contractor has requested a Partial Release of Retainage in the amount of \$111,978.02. The City holds funds in the amount of \$113,978.02. The remaining \$2,000.00 is sufficient to protect the interests of the City.

- |    |  |                 |                     |
|----|--|-----------------|---------------------|
| 9. | <b>P. FLANIGAN &amp; SON,<br/>INC.</b> | <b>TR 17018</b> | <b>\$126,541.68</b> |
|----|--|-----------------|---------------------|

Account: 9950-903759-9514-000000-200001



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Transportation - cont'd

<u>Contractor</u>	<u>Contract No.</u>	<u>Retainage Amount</u>
-------------------	---------------------	-------------------------

All work on Contract No. TR 17018 was substantially completed on March 25, 2019, and the contractor has requested a Partial Release of Retainage in the amount of \$126,541.68. The City holds funds in the amount of \$128,541.68. The remaining \$2,000.00 is sufficient to protect the interests of the City.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Mayor's Office of Human Services - Provider Agreements

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

1. **HEALTH CARE FOR THE HOMELESS, INC.** **\$241,694.20**

Account No.: 1001-000000-3573-591400-603051

Health Care for the Homeless, Inc. will provide intensive case management services for homeless individuals in Baltimore City. The Provider will perform services for at least twenty homeless clients. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late due to the delay at the administrative level.

2. **AT JACOBS WELL, INC.** **\$ 23,184.00**

Account No.: 4000-407018-3571-757400-603051

At Jacobs Well, Inc. will provide support services for at least eighteen formerly homeless households as part of their Permanent Supportive Housing Project (Project). Participants are referred to the Project through the Continuum of Care Coordinated Access System. The over-arching goals of the Project include increasing housing stability, skills, and/or income, and enhancing self-sufficiency. The period of the agreement is September 1, 2019 through August 31, 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**

**4/10/2019**

Mayor's Office of Emergency Management - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Grant Award from the Maryland Emergency Management Agency (MEMA). The period of the Grant Award is October 1, 2017 through September 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$234,753.75 - MEMA  
234,753.75 - 1001-000000-2131-228200-600000 - City Match  
**\$469,507.50** - 1001-000000-1930-262100-401220

**BACKGROUND/EXPLANATION:**

The Fiscal Year 2018 Emergency Management Performance Grant is a federal grant that must be matched dollar for dollar with local in-kind assistance. The grant will enhance and strengthen emergency management capabilities at the state and local level.

The grant award is late due to late receipt of awards.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Mayor's Office of Emergency - Employee Expense Statement  
Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Mr. Mark Fox for expenses incurred during the period of May 29, 2018 through June 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$156.96 - mileage  
397.80 - lodging  
15.39 - meals  
**\$570.15** - 1001-000000-2131-228200-603001

**BACKGROUND/EXPLANATION:**

Mr. Fox submitted his statements in appropriate time, but they were inadvertently lost. Therefore, Mr. Fox exceeded the 40-work day period to submit his statement to Accounts Payable per AM 204-11.

The Administrative Manual, Section 240-11, states the Employee Expense Reports that are submitted more than 40 work days after the calendar day of the month in which the expenses were incurred require the Board's approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Mayor's Office of Emergency - Employee Expense Statement  
Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Mr. Neal Garith for expenses incurred during the period of May 29, 2018 through June 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$156.96 - mileage  
397.80 - lodging  
118.56 - meals  
**\$673.32** - 1001-000000-2131-228200-603001

**BACKGROUND/EXPLANATION:**

Mr. Garith submitted his statements in appropriate time, but they were inadvertently lost. Therefore, Mr. Garith exceeded the 40-work day period to submit his statement to Accounts Payable per AM 204-11.

The Administrative Manual, Section 240-11, states the Employee Expense Reports that are submitted more than 40 work days after the calendar day of the month in which the expenses were incurred require the Board's approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Mayor's Office of Emergency - Employee Expense Statement  
Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Elise Major Whiteford for expenses incurred during the period of May 29, 2018 through June 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$156.96 - mileage  
397.80 - lodging  
72.27 - meals  
**\$627.03** - 1001-000000-2131-228200-603001

**BACKGROUND/EXPLANATION:**

Ms. Whiteford submitted her statements in appropriate time, but they were inadvertently lost. Therefore, Ms. Whiteford exceeded the 40-work day period to submit his statement to Accounts Payable per AM 204-11.

The Administrative Manual, Section 240-11, states the Employee Expense Reports that are submitted more than 40 work days after the calendar day of the month in which the expenses were incurred require the Board's approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Mayor's Office of Emergency - Employee Expense Statement  
Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Mr. Edward Strouse for expenses incurred during the period of May 29, 2018 through June 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$297.36 - mileage  
20.35 - meals  
**\$317.71** - 1001-000000-2131-228200-603001

**BACKGROUND/EXPLANATION:**

Mr. Strouse submitted his statements in appropriate time, but they were inadvertently lost. Therefore, Mr. Strouse exceeded the 40-work day period to submit his statement to Accounts Payable per AM 204-11.

The Administrative Manual, Section 240-11, states the Employee Expense Reports that are submitted more than 40 work days after the calendar day of the month in which the expenses were incurred require the Board's approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

AGENDA

BOARD OF ESTIMATES

4/10/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- |    |   |              |         |
|----|---|--------------|---------|
| 1. | TIPCO   | \$100,000.00 | Renewal |
|    | <u>TECHNOLOGIES, INC.</u><br>Contract No. B50003973 - Hydraulic Hoses and Fittings -<br>Department of General Services - Fleet Management - P.O. No.<br>P530898 |              |         |

On April 15, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. On March 7, 2018, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$100,000.00 is for the period May 1, 2019 through April 30, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On February 24, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |    |   |              |                             |
|----|---|--------------|-----------------------------|
| 2. | EARLY MORNING SOFTWARE,<br>INC.   | \$ 17,080.00 | Ratification<br>and Renewal |
|    | <u>Contract No. 06000 - PRISM Hosting and Services Agreement -</u><br>Mayor's Office of Employment Development - P.O. No. P533766 |              |                             |

On May 30, 2014, the City Purchasing Agent approved the initial award in the amount of \$24,080.00. The award contained successive one-year renewal options. Subsequent actions have been approved and three renewals have been exercised. This request for a ratification and renewal is for the continuation of hosting and support services for the PRISM Workforce Management Suite software, which is used to monitor Local Hiring compliance for the Mayor's Office of Employment



AGENDA

BOARD OF ESTIMATES

4/10/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

Development. The period of the ratification is June 1, 2018 through March 19, 2019 and the renewal period is March 20, 2019 through May 31, 2019 with successive one-year renewal options upon Board approval. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award was below the subcontracting threshold. The Contractor, Early Morning Software, Inc. is a City certified MBE.

- |    |   |                     |                 |
|----|---|---------------------|-----------------|
| 3. | <u>F.W. HAXEL COMPANY</u>   | <u>\$ 28,000.00</u> | <u>Increase</u> |
|    | Contract No. B50004902 - Banners, Supplies, including Flags and Sewing - Departments of Public Works, Transportation, etc. - P.O. No. P538712 |                     |                 |

On February 28, 2018, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. On March 29, 2019, the City Purchasing Agent approved an increase in the amount of \$2,000.00. This increase in the amount of \$28,000.00 is necessary for continued funding to purchase banners, flags and other supplies for special events. This increase will make the award amount \$50,000.00. The contract expires on March 9, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. The requested award amount is below the MBE/WBE subcontracting threshold of \$50,000.00.

AGENDA

BOARD OF ESTIMATES

4/10/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

4. HOLABIRD ENTERPRISES OF MARYLAND, INC. t/a TRANS-TECH TRANSMISSION CENTER	\$400,000.00	Extension
Contract No. B50003329 - Heavy Duty Automatic Transmission and Differential Rebuild and Repair Service - Department of General Services - Fleet Management - P.O. No. P526856		

On April 4, 2014, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. Both renewal options have been exercised. An extension is necessary to continue heavy duty automatic transmission and differential rebuild and repair service for Fleet Management while a new solicitation B50005755 is awarded. Bids are due on June 26, 2019. The period of the extension is May 1, 2019 through October 31, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 24, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

5. D-S PIPE & STEEL SUPPLY, LLC	\$100,000.00	Extension
Contract No. B50003281 - Steel Products - Departments of General Services, Transportation and Public Works - P.O. No. P526468		

On February 12, 2014, the Board approved the initial award in the amount of \$250,000.00. The award contained two renewal



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Recreation and Parks - Donation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Donation Agreement with the Federal Hill Park South Harbor Renaissance, Inc. (Donor). The period of the agreement is effective upon Board approval and will end upon Final Acceptance of the Project by the City, unless earlier terminated pursuant to the terms of the agreement.

**AMOUNT OF MONEY AND SOURCE:**

(\$59,281.00) - cost of the project paid by Donor

The City will not expend funds for this project.

**BACKGROUND/EXPLANATION:**

The Federal Hill Park South Harbor Renaissance, Inc., a nonprofit organization serving the Federal Hill Park, specifically acting as stewards and friends of Federal Hill Park, received grants and donations for the expressed interest of installing new play equipment at the public playground in Federal Hill Park. The project will further improve the park and playground with fun and interactive playground structures in iconic Baltimore motifs. Playground Specialist, Inc. will be the contractor.

This Project will cost \$59,281.00. The total cost of the project will be paid entirely by the Federal Hill Park South Harbor Renaissance, Inc., which raised all of the funds.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Circuit Court for Baltimore City - Supplemental Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Supplemental Grant Award from the Maryland Judiciary, Administrative Office of the Courts, through the Department of Juvenile and Family Services. The period of the Grant Award is July 1, 2018 to June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$24,535.42 - 5000-500819-1100-109400-405001

No General City funds are required.

**BACKGROUND/EXPLANATION:**

The Circuit Court for Baltimore City received a FY 2019 grant award in the amount of \$1,526,341.00 from the Administrative Office of the Courts, Department of Juvenile and Family Services, whose budget is approved by the Maryland State Legislature. The Grant Award provided funds to staff and operate a Family Division under Maryland Rule 16-307, within the Circuit Court for Baltimore City.

The funds cover personnel costs, contracts for services, supplies, and program costs, including parenting education, mediation (2 programs), supervised visitation, instant paternity testing, and custody evaluation services (listed under other direct costs).

This Supplemental Grant Award in the amount of \$24,535.42 will cover additional personnel and fringe benefits, making the total Grant Award \$1,550,876.42.

This request is late because of delays in the administrative process.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

69 - 73

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

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

AGENDA

BOARD OF ESTIMATES

4/10/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office  
of Engineering and Construction

Bureau of Procurement

- 1. B50005689, Vehicle, \$2,000,000.00  
Motorcycle, and Lawn &  
Garden Batteries

Group 1, 2, & 3

The Best Battery  
Company, Inc.

Group 4

Pasco Holdings, LLC

(Department of General  
Services - Fleet Mgt.)

On January 15, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- 2. B50005641, 8 Cubic \$ 445,244.00  
Yard Concrete Mixer Harbor Truck  
Truck Sales and  
Services, Inc.

(Department of General  
Services - Fleet Mgt.)

On April 12, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for

AGENDA

BOARD OF ESTIMATES

4/10/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

the purchase from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

- |                                |                            |               |
|--------------------------------|----------------------------|---------------|
| 3. B50005625, 30 Passenger Bus | Colonial Equipment Company | \$ 128,623.00 |
|--------------------------------|----------------------------|---------------|

(Department of General Services - Fleet Mgt.)

On April 12, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

- |                             |             |               |
|-----------------------------|-------------|---------------|
| 4. B50005640, Crawler Dozer | Jesco, Inc. | \$ 616,999.00 |
|-----------------------------|-------------|---------------|

(Department of General Services - Fleet Mgt.)

On April 12, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**



AGENDA

BOARD OF ESTIMATES

4/10/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

5. B50005648, All-Terrain Vehicle Finch Services, Inc. \$ 47,000.00

(Department of General Services - Fleet Management)

MBE/WBE PARTICIPATION:

On April 12, 2018 MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

6. B50005649, Pneumatic Tire Forklift Eastern Lift Truck Company \$ 85,965.00

(Department of General Services - Fleet Management)

MBE/WBE PARTICIPATION:

On April 12, 2018 MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

- 7. B50005650, Regular Cab      Hertrich Fleet      \$197,976.00  
Truck with Enclosed      Services  
Utility Body

(Department of General Services - Fleet Management)

MBE/WBE PARTICIPATION:

On April 12, 2018 MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

- 8. B50005537, Portable  
Generators  
  
(Department of General Services - Fleet Management)

**REJECTION** - Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newsletters. The two bids were opened on September 26, 2018. Upon further review of the City's requirements it is recommended that the Board reject all bids, in the best interest of the City. The specifications will be reviewed and revised in order to add an option to lease the equipment.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

- 9. B50005558, Portable Air  
Generators  
  
(Department of General  
Services - Fleet  
Management)

**REJECTION** - Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newsletters. The four bids were opened on October 24, 2018. Upon further review of the City's requirements it is recommended that the Board reject all bids, in the best interest of the City. The specifications will be reviewed and revised in order to add an option to lease the equipment.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Law, Minority and Women's - MBE/WBE Program  
Business Opportunity Office (MWBOO)      Size Standard

**ACTION REQUESTED OF B/E:**

The Board is requested to approve maximum size standards for minority and women-owned firms that are authorized to do business with the City as part of its MBE/WBE Program. A size standard sets the capacity of a for-profit firm in excess of which, after a period of time, the firm cannot retain its eligibility to participate in the MBE/WBE Program. The MBE/WBE Program Size Standard will take effect upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

In accordance with Article 5, §28-80 of the Baltimore City Code, with the advice of the Minority and Women's Business Opportunity Office, the Board of Estimates may establish maximum size standards for minority and women's business enterprises. The Board of Estimates must annually review any size standards established.

The recommendation is for the Board of Estimates to adopt the U.S. Small Business Administration (SBA) Size Standards. Like its federal and state counterpart, the City's MBE Program seeks to incorporate the U.S. The SBA size standards defined in 13 Code of Federal Regulations (C.F.R.) Part 121.

The SBA Size Standards are established by North American Industry Classification System (NAICS) Codes based on dollar amounts or number of employees. Size determinations are based on a three-year average of a firm's annual gross receipts or the number of a firm's employees in the preceding 12 months.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Law, Minority and Women's - cont'd  
Business Opportunity Office (MWBOO)

If a certified MBE meets or exceeds the small business size standards specified in 13 CFR Part 121, as amended, which is incorporated by reference, the MBE is no longer eligible to participate in a procurement as a certified MBE. The MBE is still eligible for credit towards an MBE goal under a contract entered into when the MBE was eligible and certified.

Ineligibility of an MBE to participate in the MBE program may not be the sole cause of the termination of the MBE contractual relationship for the remainder of the term of the contract. If, during the next 3 years, the MBE again becomes qualified under the small business size standards specified in 13 CFR Part 121, as amended, which is incorporated by reference, the MBE may resume participation as a certified MBE through the recertification process.

If, after 3 years of nonparticipation, the MBE continues to meet or exceed the small business size standards under 13 CFR Part 121, as amended, which is incorporated by reference, the MBE is considered to have graduated and will no longer be certified.

Annual gross receipts or sales will be as defined by the United States Internal Revenue Service and will be determined by reviewing federal tax returns.

Effective immediately, if an applicant exceeds the size standards for a particular industry, it is not eligible for certification in that industry even though the firm may be owned and controlled by minorities or women.

Upon approval, the established size standards and general policy will continue in effect and be reevaluated annually as established in Article 5, §28-80 (a)(3) of the Baltimore City Code.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Law, Minority and Women's - cont'd  
Business Opportunity Office (MWBOO)

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Public Works/Office - Amendment No. 1 to the Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to the Agreement (Amendment No. 1) with Pure Engineering Services, DBA Wachs Water Services under Project 1251, Valve & Fire Hydrant Assessment, Operation & Maintenance Throughout the Baltimore Metropolitan Water System. The First Amendment to the Agreement will extend the duration of the contract through July 25, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$ 416,662.00	- 2071-000000-5521-798200-603026
	Water Utility Fund
	Baltimore City 50%, Baltimore County 50%
416,662.00	- 2071-000000-5521-798300-603026
	Water Utility Fund
	Baltimore City 50%, Baltimore County 50%
400,000.00	- 2071-000000-5521-393704-603026
	Water Utility Fund
	Baltimore City 50%, Baltimore County 50%
400,000.00	- 2071-000000-5521-393804-603026
	Water Utility Fund
	Baltimore City 50%, Baltimore County 50%
1,866,656.15	- 9960-905129-9557-900020-706063
	Water Utility Fund
	Baltimore City 50%, Baltimore County 50%

**3,499,980.15**

**BACKGROUND/EXPLANATION:**

On January 25, 2017, the Board approved a thirty (30) month agreement with Pure Technologies, Inc. DBA Wachs Water Services to perform assessment, operation, and maintenance of valves between 2 and 10-inches in size; assessment, operation, and maintenance of

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

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

fire hydrants; in-situ assessment and repair of large valves; executing planned shutdowns in support of water main renewal, replacement and assessment; the electronic collection of associated field data; facility improvements and water meter replacements; and assistance with reactive response associated with system emergencies and customer complaints. Under the proposed Amendment No. 1, the Consultant will continue to provide the above mentioned services. The Consultant will also perform quality assurance of all field data and follow data management procedures set forth by the City. All work will be performed throughout Baltimore City and Baltimore County. The current project is due to expire on July 25, 2019 and proposed Amendment No. 1 will extend the agreement by a period of 12 months up to July 25, 2020. All other terms and condition of the agreement will remain unchanged.

The scope of the original agreement includes assessment, operation, and maintenance of valves between 2 and 120-inches in size; assessment, operation, and maintenance of fire hydrants; in-situ assessment and repair of large valves; executing planned shutdowns in support of water main renewal, replacement and assessment; and the electronic collection of associated field data. The Consultant will manage and execute this work throughout the Baltimore Metropolitan Area Water Distribution System. Priorities will be set and communicated by the City's Project Manager as they are subject to fluctuate throughout the duration of the contract.

**MBE/WBE PARTICIPATION:**

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



**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

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

**THIS EAR WAS APPROVED BY MWBOO ON MARCH 01, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Public Works/Office - Amendment No. 2 to Post  
of Engineering & Construction Award Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 2 to the Post Award Services (PAS) Agreement with Whitman, Requardt & Associates, LLP, under SC 877, PAS Enhanced Nutrient Removal Process at the Back River Waste Water Treatment Plant.

**AMOUNT OF MONEY AND SOURCE:**

\$604,656.62 - State of Maryland  
21,225.10 - Baltimore County  
21,225.11 - Baltimore City  
**\$647,106.83** - 9956-904564-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is requesting Whitman, Requardt & Associates, LLP to continue providing PAS services for SC 877-Enhanced Nutrient Removal at the Back River Wastewater Treatment Plant. To date, the construction is 18-months beyond the required completion time and the Office of Engineering & Construction estimated issuance of conditional acceptance to be given for the Contractor by the end of November, 2018. This Amendment No. 2 is needed to increase the upset limit for the Consultant and its team to continue providing engineering services related to technical matters, contractor claims, on-site support during the startup, and warranty phases until January 2020.

During this time, the Consultant will also provide assistance on project management, investigation and technical recommendations related to structural settlement associated with the denitrification (DNF) facility, additional testing, field inspections, evaluations and recommendations for the remediation on corrosion/leakage discovered on the 54-inch DNF influent piping,

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

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

operational assistance during the warranty period for the new treatment facilities, participation in meetings concerning contractor claims, and all other remaining scope of work from the original agreement. Only three minority business sub-consultants are included in this Amendment No. 2, however, the Consultant will still meet the participation goal requirements per the original agreement.

The scope of the original agreement includes review and approval of contractor shop drawings, evaluation of proposed change orders, if any, responding to contractor request for information, preparing Engineer's operation and maintenance manuals, providing assistance with the training of the Plant operations and maintenance personnel on the wastewater system provided in this project, process control system consultation, integration and coordination, assist the City with the preparation of the required startup and performance testing program necessary to monitor the contractor's plant start up and performance test.

The Consultant will also provide a full-time Resident Engineer on site to provide technical assistance in the field, monthly progress meetings, and periodic coordination meetings with ongoing projects. In addition, the Consultant will prepare and input equipment data into the City's existing Maintenance Information & Management Systems (MIMS), operational assistance during the first year of operation with performance verification and certification, conduct conditional and final acceptance inspection, and prepare punch list items and record drawings.

The Amendment No. 1 extended the period of the Grant Award through January 26, 2020. All other terms and conditions of the original agreement and Amendment No. 1 remain unchanged.

The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commissions to design this project.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

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

**MBE/WBE PARTICIPATION:**

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

**APPROVED FOR FUNDS BY FINANCE**

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

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

PERSONNEL MATTERS

\* \* \* \* \*

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

84 - 96

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

**PERSONNEL**

Department of Human Resources

1. Create the following position:

Classification: Training Officer 1  
Job Code: 33672  
Grade: 927 (\$64,505.00 - \$103,208.00)  
Position No: To be assigned by BBMR

Costs: \$118,989.00 - 1001-000000-1630-172500-601001

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

Board of Municipal and Zoning Appeals

2. a. Create the following Classification and Grade:

Classification: Alternate member BMZA  
Job Code: 10288  
Grade: 80A (\$1,750.00) Flat  
Position No: To be assigned by BBMR

b. Create the following two positions:

Classification: Alternative Member, BMZA  
Job Code: 10288  
Grade: 80A (\$1,750) Flat  
Position No: To be assigned by BBMR

Costs: \$3,500.00 - 1001-000000-1850-187000-601001

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

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

Department of Human Resources - State Salary Scales

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the adjustment to State Salary Scales effective January 1, 2019 and April 1, 2019.

**AMOUNT OF MONEY AND SOURCE:**

The cost associated with these actions have been included in the FY 2018-2020 contract.

**BACKGROUND/EXPLANATION:**

The State of Maryland completed negotiations, and as result of these negotiations, State employees were given a 2% pay increase effective January 1, 2019 and are scheduled to receive a \$500 bonus and an additional .5% pay increase effective April 1, 2019. The attached scales will reflect the respective pay increases negotiated by the State of Maryland.

Therefore, the Department of Human Resources requests the Board's approval of the above-listed salary action adjustment retroactive to January 1, 2019 and April 1, 2019 as stated in the contract.

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE JANUARY 1, 2019

GRADE	NEW SALARY
205	
Step 1	\$23,162
Step 2	\$23,949
Step 3	\$24,768
Step 4	\$25,619
Step 5	\$26,503
Step 6	\$27,424
Step 7	\$27,904
Step 8	\$28,390
Step 9	\$28,890
Step 10	\$29,397
Step 11	\$29,916
Step 12	\$30,445
Step 13	\$30,982
Step 14	\$31,533
Step 15	\$32,094
Step 16	\$32,665
Step 17	\$33,248
Step 18	\$33,844
Step 19	\$34,449
Step 20	\$35,066
Step 21	\$35,696

GRADE	NEW SALARY
206	
Step 1	\$24,538
Step 2	\$25,381
Step 3	\$26,254
Step 4	\$27,168
Step 5	\$28,113
Step 6	\$29,098
Step 7	\$29,611
Step 8	\$30,133
Step 9	\$30,668
Step 10	\$31,209
Step 11	\$31,765
Step 12	\$32,331
Step 13	\$32,909
Step 14	\$33,494
Step 15	\$34,095
Step 16	\$34,709
Step 17	\$35,333
Step 18	\$35,970
Step 19	\$36,615
Step 20	\$37,276
Step 21	\$37,949

GRADE	NEW SALARY
207	
Step 1	\$26,013
Step 2	\$26,914
Step 3	\$27,851
Step 4	\$28,826
Step 5	\$29,840
Step 6	\$30,894
Step 7	\$31,441
Step 8	\$32,000
Step 9	\$32,570
Step 10	\$33,153
Step 11	\$33,746
Step 12	\$34,352
Step 13	\$34,967
Step 14	\$35,596
Step 15	\$36,241
Step 16	\$36,895
Step 17	\$37,563
Step 18	\$38,245
Step 19	\$38,939
Step 20	\$39,647
Step 21	\$40,366

GRADE	NEW SALARY
208	
Step 1	\$27,589
Step 2	\$28,554
Step 3	\$29,556
Step 4	\$30,598
Step 5	\$31,683
Step 6	\$32,811
Step 7	\$33,396
Step 8	\$33,994
Step 9	\$34,604
Step 10	\$35,227
Step 11	\$35,862
Step 12	\$36,509
Step 13	\$37,170
Step 14	\$37,842
Step 15	\$38,530
Step 16	\$39,232
Step 17	\$39,946
Step 18	\$40,676
Step 19	\$41,418
Step 20	\$42,173
Step 21	\$42,945

GRADE	NEW SALARY
209	
Step 1	\$29,277
Step 2	\$30,308
Step 3	\$31,381
Step 4	\$32,496
Step 5	\$33,656
Step 6	\$34,864
Step 7	\$35,491
Step 8	\$36,132
Step 9	\$36,783
Step 10	\$37,450
Step 11	\$38,128
Step 12	\$38,823
Step 13	\$39,529
Step 14	\$40,248
Step 15	\$40,985
Step 16	\$41,735
Step 17	\$42,498
Step 18	\$43,278
Step 19	\$44,074
Step 20	\$44,885
Step 21	\$45,709



AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE JANUARY 1, 2019

GRADE	NEW SALARY
210	
Step 1	\$31,082
Step 2	\$32,185
Step 3	\$33,333
Step 4	\$34,527
Step 5	\$35,770
Step 6	\$37,060
Step 7	\$37,732
Step 8	\$38,416
Step 9	\$39,113
Step 10	\$39,827
Step 11	\$40,556
Step 12	\$41,296
Step 13	\$42,053
Step 14	\$42,824
Step 15	\$43,609
Step 16	\$44,412
Step 17	\$45,230
Step 18	\$46,064
Step 19	\$46,914
Step 20	\$47,782
Step 21	\$48,665

GRADE	NEW SALARY
211	
Step 1	\$33,012
Step 2	\$34,195
Step 3	\$35,422
Step 4	\$36,700
Step 5	\$38,026
Step 6	\$39,409
Step 7	\$40,128
Step 8	\$40,861
Step 9	\$41,608
Step 10	\$42,372
Step 11	\$43,148
Step 12	\$43,942
Step 13	\$44,750
Step 14	\$45,575
Step 15	\$46,418
Step 16	\$47,277
Step 17	\$48,154
Step 18	\$49,048
Step 19	\$49,960
Step 20	\$50,888
Step 21	\$51,835

GRADE	NEW SALARY
212	
Step 1	\$35,078
Step 2	\$36,342
Step 3	\$37,657
Step 4	\$39,024
Step 5	\$40,448
Step 6	\$41,925
Step 7	\$42,693
Step 8	\$43,476
Step 9	\$44,278
Step 10	\$45,090
Step 11	\$45,924
Step 12	\$46,773
Step 13	\$47,638
Step 14	\$48,521
Step 15	\$49,423
Step 16	\$50,343
Step 17	\$51,278
Step 18	\$52,234
Step 19	\$53,227
Step 20	\$54,239
Step 21	\$55,270

GRADE	NEW SALARY
213	
Step 1	\$37,289
Step 2	\$38,642
Step 3	\$40,050
Step 4	\$41,512
Step 5	\$43,030
Step 6	\$44,613
Step 7	\$45,436
Step 8	\$46,274
Step 9	\$47,133
Step 10	\$48,005
Step 11	\$48,894
Step 12	\$49,802
Step 13	\$50,729
Step 14	\$51,673
Step 15	\$52,645
Step 16	\$53,648
Step 17	\$54,670
Step 18	\$55,712
Step 19	\$56,776
Step 20	\$57,860
Step 21	\$58,965
Step 22	\$60,121
Step 23	\$61,300
Step 24	\$62,503
Step 25	\$63,729

GRADE	NEW SALARY
214	
Step 1	\$39,658
Step 2	\$41,104
Step 3	\$42,610
Step 4	\$44,174
Step 5	\$45,800
Step 6	\$47,492
Step 7	\$48,374
Step 8	\$49,271
Step 9	\$50,188
Step 10	\$51,123
Step 11	\$52,073
Step 12	\$53,061
Step 13	\$54,073
Step 14	\$55,107
Step 15	\$56,158
Step 16	\$57,231
Step 17	\$58,326
Step 18	\$59,442
Step 19	\$60,580
Step 20	\$61,741
Step 21	\$62,925
Step 22	\$64,159
Step 23	\$65,418
Step 24	\$66,701
Step 25	\$68,010

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE JANUARY 1, 2019

GRADE	NEW SALARY
215	
Step 1	\$42,186
Step 2	\$43,738
Step 3	\$45,347
Step 4	\$47,020
Step 5	\$48,764
Step 6	\$50,575
Step 7	\$51,517
Step 8	\$52,482
Step 9	\$53,483
Step 10	\$54,500
Step 11	\$55,541
Step 12	\$56,601
Step 13	\$57,681
Step 14	\$58,786
Step 15	\$59,911
Step 16	\$61,059
Step 17	\$62,230
Step 18	\$63,423
Step 19	\$64,639
Step 20	\$65,880
Step 21	\$67,144

GRADE	NEW SALARY
216	
Step 1	\$44,898
Step 2	\$46,554
Step 3	\$48,280
Step 4	\$50,070
Step 5	\$51,934
Step 6	\$53,903
Step 7	\$54,933
Step 8	\$55,982
Step 9	\$57,050
Step 10	\$58,139
Step 11	\$59,253
Step 12	\$60,387
Step 13	\$61,547
Step 14	\$62,727
Step 15	\$63,930
Step 16	\$65,158
Step 17	\$66,413
Step 18	\$67,691
Step 19	\$68,992
Step 20	\$70,318
Step 21	\$71,671
Step 22	\$73,076
Step 23	\$74,509
Step 24	\$75,971
Step 25	\$77,461

GRADE	NEW SALARY
217	
Step 1	\$47,795
Step 2	\$49,567
Step 3	\$51,412
Step 4	\$53,351
Step 5	\$55,384
Step 6	\$57,502
Step 7	\$58,601
Step 8	\$59,719
Step 9	\$60,864
Step 10	\$62,032
Step 11	\$63,223
Step 12	\$64,435
Step 13	\$65,675
Step 14	\$66,938
Step 15	\$68,226
Step 16	\$69,539
Step 17	\$70,882
Step 18	\$72,247
Step 19	\$73,643
Step 20	\$75,065
Step 21	\$76,513

GRADE	NEW SALARY
218	
Step 1	\$50,897
Step 2	\$52,807
Step 3	\$54,819
Step 4	\$56,912
Step 5	\$59,088
Step 6	\$61,350
Step 7	\$62,528
Step 8	\$63,724
Step 9	\$64,952
Step 10	\$66,201
Step 11	\$67,475
Step 12	\$68,774
Step 13	\$70,098
Step 14	\$71,450
Step 15	\$72,827
Step 16	\$74,233
Step 17	\$75,667
Step 18	\$77,130
Step 19	\$78,620
Step 20	\$80,140
Step 21	\$81,680
Step 22	\$83,282
Step 23	\$84,916
Step 24	\$86,582
Step 25	\$88,280

GRADE	NEW SALARY
219	
Step 1	\$54,257
Step 2	\$56,328
Step 3	\$58,482
Step 4	\$60,718
Step 5	\$63,045
Step 6	\$65,468
Step 7	\$66,725
Step 8	\$68,011
Step 9	\$69,323
Step 10	\$70,659
Step 11	\$72,020
Step 12	\$73,412
Step 13	\$74,829
Step 14	\$76,275
Step 15	\$77,749
Step 16	\$79,253
Step 17	\$80,790
Step 18	\$82,330
Step 19	\$83,892
Step 20	\$85,488
Step 21	\$87,110
Step 22	\$88,818
Step 23	\$90,560
Step 24	\$92,337
Step 25	\$94,148

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE JANUARY 1, 2019

GRADE	NEW SALARY
220	
Step 1	\$57,878
Step 2	\$60,095
Step 3	\$62,396
Step 4	\$64,793
Step 5	\$67,284
Step 6	\$69,875
Step 7	\$71,222
Step 8	\$72,596
Step 9	\$73,997
Step 10	\$75,425
Step 11	\$76,885
Step 12	\$78,371
Step 13	\$79,889
Step 14	\$81,432
Step 15	\$82,980
Step 16	\$84,560
Step 17	\$86,169
Step 18	\$87,809
Step 19	\$89,484
Step 20	\$91,188
Step 21	\$92,930
Step 22	\$94,752
Step 23	\$96,610
Step 24	\$98,505
Step 25	\$100,437

GRADE	NEW SALARY
221	
Step 1	\$61,754
Step 2	\$64,125
Step 3	\$66,592
Step 4	\$69,152
Step 5	\$71,818
Step 6	\$74,589
Step 7	\$76,031
Step 8	\$77,502
Step 9	\$79,003
Step 10	\$80,532
Step 11	\$82,073
Step 12	\$83,634
Step 13	\$85,225
Step 14	\$86,848
Step 15	\$88,505
Step 16	\$90,193
Step 17	\$91,915
Step 18	\$93,672
Step 19	\$95,462
Step 20	\$97,288
Step 21	\$99,148
Step 22	\$103,115
Step 23	\$105,138
Step 24	\$107,199
Step 25	\$109,302

GRADE	NEW SALARY
222	
Step 1	\$65,901
Step 2	\$68,436
Step 3	\$71,073
Step 4	\$73,817
Step 5	\$76,669
Step 6	\$79,636
Step 7	\$81,177
Step 8	\$82,720
Step 9	\$84,293
Step 10	\$85,898
Step 11	\$87,534
Step 12	\$89,205
Step 13	\$90,905
Step 14	\$92,644
Step 15	\$94,416
Step 16	\$96,222
Step 17	\$98,067
Step 18	\$99,948
Step 19	\$101,867
Step 20	\$103,822
Step 21	\$105,818
Step 22	\$110,052
Step 23	\$110,011
Step 24	\$112,168
Step 25	\$116,655

GRADE	NEW SALARY
223	
Step 1	\$70,339
Step 2	\$73,053
Step 3	\$75,875
Step 4	\$78,808
Step 5	\$81,848
Step 6	\$84,960
Step 7	\$86,577
Step 8	\$88,225
Step 9	\$89,909
Step 10	\$91,626
Step 11	\$93,379
Step 12	\$95,165
Step 13	\$96,986
Step 14	\$98,848
Step 15	\$100,742
Step 16	\$102,674
Step 17	\$104,647
Step 18	\$106,659
Step 19	\$108,713
Step 20	\$110,808
Step 21	\$112,944

GRADE	NEW SALARY
224	
Step 1	\$75,085
Step 2	\$77,990
Step 3	\$81,010
Step 4	\$84,091
Step 5	\$87,292
Step 6	\$90,621
Step 7	\$92,352
Step 8	\$94,121
Step 9	\$95,920
Step 10	\$97,757
Step 11	\$99,631
Step 12	\$101,540
Step 13	\$103,493
Step 14	\$105,482
Step 15	\$107,510
Step 16	\$109,578
Step 17	\$111,689
Step 18	\$113,845
Step 19	\$116,039
Step 20	\$118,279
Step 21	\$120,561

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE JANUARY 1, 2019

GRADE	NEW SALARY
251	
Step 1	\$92,469
Step 2	\$95,299
Step 3	\$98,219
Step 4	\$101,234
Step 5	\$104,344
Step 6	\$107,550
Step 7	\$110,864
Step 8	\$113,853
Step 9	\$116,929
Step 10	\$120,088
Step 11	\$123,337
Step 12	\$126,677
Step 13	\$130,111
Step 14	\$134,701
Step 15	\$136,678
Step 16	\$138,759
Step 17	\$140,840
Step 18	\$142,920

GRADE	NEW SALARY
226	
Step 1	\$85,513
Step 2	\$88,775
Step 3	\$92,162
Step 4	\$95,687
Step 5	\$99,354
Step 6	\$103,165
Step 7	\$105,146
Step 8	\$107,168
Step 9	\$109,229
Step 10	\$111,335
Step 11	\$113,479
Step 12	\$115,667
Step 13	\$117,899
Step 14	\$120,178
Step 15	\$122,499
Step 16	\$124,866
Step 17	\$127,285
Step 18	\$129,752
Step 19	\$132,266
Step 20	\$134,830
Step 21	\$137,444

GRADE	NEW SALARY
225	
Step 1	\$80,167
Step 2	\$83,232
Step 3	\$86,399
Step 4	\$89,692
Step 5	\$93,118
Step 6	\$96,681
Step 7	\$98,532
Step 8	\$100,425
Step 9	\$102,350
Step 10	\$104,316
Step 11	\$106,320
Step 12	\$108,365
Step 13	\$110,452
Step 14	\$112,581
Step 15	\$114,750
Step 16	\$116,965
Step 17	\$119,221
Step 18	\$121,525
Step 19	\$123,873
Step 20	\$126,268
Step 21	\$128,710

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE April 1, 2019

GRADE	NEW SALARY
205	
Step 1	\$23,278
Step 2	\$24,069
Step 3	\$24,892
Step 4	\$25,748
Step 5	\$26,636
Step 6	\$27,562
Step 7	\$28,044
Step 8	\$28,532
Step 9	\$29,035
Step 10	\$29,544
Step 11	\$30,066
Step 12	\$30,598
Step 13	\$31,137
Step 14	\$31,691
Step 15	\$32,255
Step 16	\$32,829
Step 17	\$33,415
Step 18	\$34,014
Step 19	\$34,622
Step 20	\$35,242
Step 21	\$35,875

GRADE	NEW SALARY
206	
Step 1	\$24,661
Step 2	\$25,508
Step 3	\$26,386
Step 4	\$27,304
Step 5	\$28,254
Step 6	\$29,244
Step 7	\$29,760
Step 8	\$30,284
Step 9	\$30,822
Step 10	\$31,366
Step 11	\$31,924
Step 12	\$32,493
Step 13	\$33,074
Step 14	\$33,662
Step 15	\$34,266
Step 16	\$34,883
Step 17	\$35,510
Step 18	\$36,150
Step 19	\$36,799
Step 20	\$37,463
Step 21	\$38,139

GRADE	NEW SALARY
207	
Step 1	\$26,144
Step 2	\$27,049
Step 3	\$27,991
Step 4	\$28,971
Step 5	\$29,990
Step 6	\$31,049
Step 7	\$31,599
Step 8	\$32,160
Step 9	\$32,733
Step 10	\$33,319
Step 11	\$33,915
Step 12	\$34,524
Step 13	\$35,142
Step 14	\$35,774
Step 15	\$36,423
Step 16	\$37,080
Step 17	\$37,751
Step 18	\$38,437
Step 19	\$39,134
Step 20	\$39,846
Step 21	\$40,568

GRADE	NEW SALARY
208	
Step 1	\$27,727
Step 2	\$28,697
Step 3	\$29,704
Step 4	\$30,751
Step 5	\$31,842
Step 6	\$32,976
Step 7	\$33,563
Step 8	\$34,164
Step 9	\$34,778
Step 10	\$35,404
Step 11	\$36,042
Step 12	\$36,692
Step 13	\$37,356
Step 14	\$38,032
Step 15	\$38,723
Step 16	\$39,429
Step 17	\$40,146
Step 18	\$40,880
Step 19	\$41,626
Step 20	\$42,384
Step 21	\$43,160

GRADE	NEW SALARY
209	
Step 1	\$29,424
Step 2	\$30,460
Step 3	\$31,538
Step 4	\$32,659
Step 5	\$33,825
Step 6	\$35,039
Step 7	\$35,669
Step 8	\$36,313
Step 9	\$36,967
Step 10	\$37,638
Step 11	\$38,319
Step 12	\$39,018
Step 13	\$39,727
Step 14	\$40,450
Step 15	\$41,190
Step 16	\$41,944
Step 17	\$42,711
Step 18	\$43,495
Step 19	\$44,295
Step 20	\$45,110
Step 21	\$45,938

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE April 1, 2019

GRADE	NEW SALARY
210	
Step 1	\$31,238
Step 2	\$32,346
Step 3	\$33,500
Step 4	\$34,700
Step 5	\$35,949
Step 6	\$37,246
Step 7	\$37,921
Step 8	\$38,609
Step 9	\$39,309
Step 10	\$40,027
Step 11	\$40,759
Step 12	\$41,503
Step 13	\$42,264
Step 14	\$43,039
Step 15	\$43,828
Step 16	\$44,635
Step 17	\$45,457
Step 18	\$46,295
Step 19	\$47,149
Step 20	\$48,021
Step 21	\$48,909

GRADE	NEW SALARY
211	
Step 1	\$33,178
Step 2	\$34,366
Step 3	\$35,600
Step 4	\$36,884
Step 5	\$38,217
Step 6	\$39,607
Step 7	\$40,329
Step 8	\$41,066
Step 9	\$41,817
Step 10	\$42,584
Step 11	\$43,364
Step 12	\$44,162
Step 13	\$44,974
Step 14	\$45,803
Step 15	\$46,651
Step 16	\$47,514
Step 17	\$48,395
Step 18	\$49,294
Step 19	\$50,210
Step 20	\$51,143
Step 21	\$52,095

GRADE	NEW SALARY
212	
Step 1	\$35,254
Step 2	\$36,524
Step 3	\$37,846
Step 4	\$39,220
Step 5	\$40,651
Step 6	\$42,135
Step 7	\$42,907
Step 8	\$43,694
Step 9	\$44,500
Step 10	\$45,316
Step 11	\$46,154
Step 12	\$47,007
Step 13	\$47,877
Step 14	\$48,764
Step 15	\$49,671
Step 16	\$50,595
Step 17	\$51,535
Step 18	\$52,496
Step 19	\$53,494
Step 20	\$54,511
Step 21	\$55,547

GRADE	NEW SALARY
213	
Step 1	\$37,476
Step 2	\$38,836
Step 3	\$40,251
Step 4	\$41,720
Step 5	\$43,246
Step 6	\$44,837
Step 7	\$45,664
Step 8	\$46,506
Step 9	\$47,369
Step 10	\$48,246
Step 11	\$49,139
Step 12	\$50,052
Step 13	\$50,983
Step 14	\$51,932
Step 15	\$52,909
Step 16	\$53,917
Step 17	\$54,944
Step 18	\$55,991
Step 19	\$57,060
Step 20	\$58,150
Step 21	\$59,260
Step 22	\$60,422
Step 23	\$61,607
Step 24	\$62,816
Step 25	\$64,048

GRADE	NEW SALARY
214	
Step 1	\$39,857
Step 2	\$41,310
Step 3	\$42,824
Step 4	\$44,395
Step 5	\$46,029
Step 6	\$47,730
Step 7	\$48,616
Step 8	\$49,518
Step 9	\$50,439
Step 10	\$51,379
Step 11	\$52,334
Step 12	\$53,327
Step 13	\$54,344
Step 14	\$55,383
Step 15	\$56,439
Step 16	\$57,518
Step 17	\$58,618
Step 18	\$59,740
Step 19	\$60,883
Step 20	\$62,050
Step 21	\$63,240
Step 22	\$64,480
Step 23	\$65,746
Step 24	\$67,035
Step 25	\$68,351

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE April 1, 2019

GRADE	NEW SALARY
215	
Step 1	\$42,397
Step 2	\$43,957
Step 3	\$45,574
Step 4	\$47,256
Step 5	\$49,008
Step 6	\$50,828
Step 7	\$51,775
Step 8	\$52,745
Step 9	\$53,751
Step 10	\$54,773
Step 11	\$55,819
Step 12	\$56,885
Step 13	\$57,970
Step 14	\$59,080
Step 15	\$60,211
Step 16	\$61,365
Step 17	\$62,542
Step 18	\$63,741
Step 19	\$64,963
Step 20	\$66,210
Step 21	\$67,480

GRADE	NEW SALARY
216	
Step 1	\$45,123
Step 2	\$46,787
Step 3	\$48,522
Step 4	\$50,321
Step 5	\$52,194
Step 6	\$54,173
Step 7	\$55,208
Step 8	\$56,262
Step 9	\$57,336
Step 10	\$58,430
Step 11	\$59,550
Step 12	\$60,689
Step 13	\$61,855
Step 14	\$63,041
Step 15	\$64,250
Step 16	\$65,484
Step 17	\$66,746
Step 18	\$68,030
Step 19	\$69,337
Step 20	\$70,670
Step 21	\$72,020
Step 22	\$73,442
Step 23	\$74,882
Step 24	\$76,351
Step 25	\$77,849

GRADE	NEW SALARY
217	
Step 1	\$48,034
Step 2	\$49,815
Step 3	\$51,670
Step 4	\$53,618
Step 5	\$55,661
Step 6	\$57,790
Step 7	\$58,895
Step 8	\$60,018
Step 9	\$61,169
Step 10	\$62,343
Step 11	\$63,540
Step 12	\$64,758
Step 13	\$66,004
Step 14	\$67,273
Step 15	\$68,568
Step 16	\$69,887
Step 17	\$71,237
Step 18	\$72,609
Step 19	\$74,012
Step 20	\$75,441
Step 21	\$76,896

GRADE	NEW SALARY
218	
Step 1	\$51,152
Step 2	\$53,072
Step 3	\$55,094
Step 4	\$57,197
Step 5	\$59,384
Step 6	\$61,657
Step 7	\$62,841
Step 8	\$64,043
Step 9	\$65,277
Step 10	\$66,533
Step 11	\$67,813
Step 12	\$69,118
Step 13	\$70,449
Step 14	\$71,808
Step 15	\$73,192
Step 16	\$74,605
Step 17	\$76,046
Step 18	\$77,516
Step 19	\$79,014
Step 20	\$80,541
Step 21	\$82,089
Step 22	\$83,699
Step 23	\$85,341
Step 24	\$87,015
Step 25	\$88,722

GRADE	NEW SALARY
219	
Step 1	\$54,529
Step 2	\$56,610
Step 3	\$58,775
Step 4	\$61,022
Step 5	\$63,361
Step 6	\$65,796
Step 7	\$67,059
Step 8	\$68,352
Step 9	\$69,670
Step 10	\$71,013
Step 11	\$72,381
Step 12	\$73,780
Step 13	\$75,204
Step 14	\$76,657
Step 15	\$78,138
Step 16	\$79,650
Step 17	\$81,194
Step 18	\$82,742
Step 19	\$84,312
Step 20	\$85,916
Step 21	\$87,546
Step 22	\$89,263
Step 23	\$91,013
Step 24	\$92,799
Step 25	\$94,619

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE April 1, 2019

GRADE	NEW SALARY
220	
Step 1	\$58,168
Step 2	\$60,396
Step 3	\$62,708
Step 4	\$65,117
Step 5	\$67,621
Step 6	\$70,225
Step 7	\$71,579
Step 8	\$72,959
Step 9	\$74,367
Step 10	\$75,803
Step 11	\$77,270
Step 12	\$78,763
Step 13	\$80,289
Step 14	\$81,840
Step 15	\$83,395
Step 16	\$84,983
Step 17	\$86,600
Step 18	\$88,249
Step 19	\$89,932
Step 20	\$91,644
Step 21	\$93,395
Step 22	\$95,226
Step 23	\$97,094
Step 24	\$98,998
Step 25	\$100,940

GRADE	NEW SALARY
221	
Step 1	\$62,063
Step 2	\$64,446
Step 3	\$66,925
Step 4	\$69,498
Step 5	\$72,178
Step 6	\$74,962
Step 7	\$76,412
Step 8	\$77,890
Step 9	\$79,399
Step 10	\$80,935
Step 11	\$82,484
Step 12	\$84,053
Step 13	\$85,652
Step 14	\$87,283
Step 15	\$88,948
Step 16	\$90,644
Step 17	\$92,375
Step 18	\$94,141
Step 19	\$95,940
Step 20	\$97,775
Step 21	\$99,644
Step 22	\$103,631
Step 23	\$105,664
Step 24	\$107,735
Step 25	\$109,849

GRADE	NEW SALARY
222	
Step 1	\$66,231
Step 2	\$68,779
Step 3	\$71,429
Step 4	\$74,187
Step 5	\$77,053
Step 6	\$80,035
Step 7	\$81,583
Step 8	\$83,134
Step 9	\$84,715
Step 10	\$86,328
Step 11	\$87,972
Step 12	\$89,652
Step 13	\$91,360
Step 14	\$93,108
Step 15	\$94,889
Step 16	\$96,704
Step 17	\$98,558
Step 18	\$100,448
Step 19	\$102,377
Step 20	\$104,342
Step 21	\$106,348
Step 22	\$110,603
Step 23	\$110,562
Step 24	\$112,729
Step 25	\$117,239

GRADE	NEW SALARY
223	
Step 1	\$70,691
Step 2	\$73,419
Step 3	\$76,255
Step 4	\$79,203
Step 5	\$82,258
Step 6	\$85,385
Step 7	\$87,010
Step 8	\$88,667
Step 9	\$90,359
Step 10	\$92,085
Step 11	\$93,846
Step 12	\$95,641
Step 13	\$97,471
Step 14	\$99,343
Step 15	\$101,246
Step 16	\$103,188
Step 17	\$105,171
Step 18	\$107,193
Step 19	\$109,257
Step 20	\$111,363
Step 21	\$113,509

GRADE	NEW SALARY
224	
Step 1	\$75,461
Step 2	\$78,380
Step 3	\$81,416
Step 4	\$84,512
Step 5	\$87,729
Step 6	\$91,075
Step 7	\$92,814
Step 8	\$94,592
Step 9	\$96,400
Step 10	\$98,246
Step 11	\$100,130
Step 12	\$102,048
Step 13	\$104,011
Step 14	\$106,010
Step 15	\$108,048
Step 16	\$110,126
Step 17	\$112,248
Step 18	\$114,415
Step 19	\$116,620
Step 20	\$118,871
Step 21	\$121,164



AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE April 1, 2019

GRADE	NEW SALARY
251	
Step 1	\$92,932
Step 2	\$95,776
Step 3	\$98,711
Step 4	\$101,741
Step 5	\$104,866
Step 6	\$108,088
Step 7	\$111,419
Step 8	\$114,423
Step 9	\$117,514
Step 10	\$120,689
Step 11	\$123,954
Step 12	\$127,311
Step 13	\$130,762
Step 14	\$135,375
Step 15	\$137,362
Step 16	\$138,453
Step 17	\$141,545
Step 18	\$143,635

GRADE	NEW SALARY
226	
Step 1	\$85,941
Step 2	\$89,219
Step 3	\$92,623
Step 4	\$96,166
Step 5	\$99,851
Step 6	\$103,681
Step 7	\$105,672
Step 8	\$107,704
Step 9	\$109,776
Step 10	\$111,892
Step 11	\$114,047
Step 12	\$116,246
Step 13	\$118,489
Step 14	\$120,779
Step 15	\$123,112
Step 16	\$125,491
Step 17	\$127,922
Step 18	\$130,401
Step 19	\$132,928
Step 20	\$135,505
Step 21	\$138,132

GRADE	NEW SALARY
225	
Step 1	\$80,568
Step 2	\$83,649
Step 3	\$86,831
Step 4	\$90,141
Step 5	\$93,584
Step 6	\$97,165
Step 7	\$99,025
Step 8	\$100,928
Step 9	\$102,862
Step 10	\$104,838
Step 11	\$106,852
Step 12	\$108,907
Step 13	\$111,005
Step 14	\$113,144
Step 15	\$115,324
Step 16	\$117,550
Step 17	\$119,818
Step 18	\$122,133
Step 19	\$124,493
Step 20	\$126,900
Step 21	\$129,354

AGENDA

BOARD OF ESTIMATES

4/10/2019

STATE OF MARYLAND  
SALARY SCHEDULE  
EFFECTIVE April 1, 2019

GRADE	NEW SALARY
251	
Step 1	\$92,932
Step 2	\$95,776
Step 3	\$98,711
Step 4	\$101,741
Step 5	\$104,866
Step 6	\$108,088
Step 7	\$111,419
Step 8	\$114,423
Step 9	\$117,514
Step 10	\$120,689
Step 11	\$123,954
Step 12	\$127,311
Step 13	\$130,762
Step 14	\$135,375
Step 15	\$137,362
Step 16	\$138,453
Step 17	\$141,545
Step 18	\$143,635

GRADE	NEW SALARY
226	
Step 1	\$85,941
Step 2	\$89,219
Step 3	\$92,623
Step 4	\$96,166
Step 5	\$99,851
Step 6	\$103,681
Step 7	\$105,672
Step 8	\$107,704
Step 9	\$109,776
Step 10	\$111,892
Step 11	\$114,047
Step 12	\$116,246
Step 13	\$118,489
Step 14	\$120,779
Step 15	\$123,112
Step 16	\$125,491
Step 17	\$127,922
Step 18	\$130,401
Step 19	\$132,928
Step 20	\$135,505
Step 21	\$138,132

GRADE	NEW SALARY
225	
Step 1	\$80,568
Step 2	\$83,649
Step 3	\$86,831
Step 4	\$90,141
Step 5	\$93,584
Step 6	\$97,165
Step 7	\$99,025
Step 8	\$100,928
Step 9	\$102,862
Step 10	\$104,838
Step 11	\$106,852
Step 12	\$108,907
Step 13	\$111,005
Step 14	\$113,144
Step 15	\$115,324
Step 16	\$117,550
Step 17	\$119,818
Step 18	\$122,133
Step 19	\$124,493
Step 20	\$126,900
Step 21	\$129,354

AGENDA

BOARD OF ESTIMATES

4/10/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Finance</u>			
1. Nicole Purcell	National Grants Management Association's 2019 Annual Grants Training Arlington, VA April 22 - 25, 2019 (Reg. Fee \$895.00)	General Funds	\$2,025.07

The subsistence rate for this location is \$327.00 per night. The cost of the hotel is \$251.00 per night plus taxes of \$33.26 per night. The total hotel cost of \$852.77 and registration cost of \$895.00 were prepaid using a City-issued credit card assigned to Robert Cename. Therefore, the disbursement to Ms. Purcell is \$277.30.

2. Olivia Jacobs-Wright	National Grants Management Association's 2019 Annual Grants Training Arlington, VA April 22 - 25, 2019 (Reg. Fee \$895.00)	General Funds	\$2,025.07
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The subsistence rate for this location is \$327.00 per night. The cost of the hotel is \$251.00 per night plus taxes of \$33.26 per night. The total hotel cost of \$852.77 and registration cost of \$895.00 were prepaid using a City-issued credit card assigned to Robert Cename. Therefore, the disbursement to Ms. Jacobs-Wright is \$277.30.

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Criminal Justice</u>			
3. Ann Myers	Supervised Visitation Network Conference New Orleans, LA May 27 - 31, 2019 (Reg. Fee \$375.00)	Grants Fund	\$1,694.63

The total hotel cost of \$740.67 was prepaid using a City-issued credit card assigned to Renee Newton. The registration cost of \$375.00 was prepaid using EA00023225. Therefore, the disbursement to Ms. Myers is \$578.96.

4. Kristofer Brzowsky	International Association of Chiefs of Police Technology Conference Jacksonville, FL May 19 - 22, 2019 (Reg. Fee \$750.00)	General Funds	\$1,552.81
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The airfare cost of \$255.96 and hotel cost of \$321.85 were prepaid on a City-issued procurement card assigned to Renee Newton. The registration fee of \$750.00 was prepaid by EA000323226. Therefore, Kristofer Brzowsky will be disbursed \$225.00.

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

AGENDA

BOARD OF ESTIMATES

4/10/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Emergency Management</u>			
5. Neal Garith	National Hurricane Conference New Orleans, LA April 21 - 26, 2019 (Reg. Fee \$350.00)	Federal FY17 State Homeland Security Grant Program	\$2,059.51

The airfare cost of \$336.95 and registration fee of \$350.00 were prepaid on a City-issued procurement card assigned to Anthony Smith. Therefore, the disbursement to Neal Garith is \$1,372.56.

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

Health Department/Animal Control

6. Jessica Novak	Animal Care Expo 2019 New Orleans, LA Apr. 14 - 18, 2019 (Reg. Fee \$275.00)	General Funds	\$1,928.81
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The subsistence rate for this location is \$232.00 per night. The cost of the hotel is \$179.00 per night, plus hotel taxes of \$28.21 per day.

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BOARD OF ESTIMATES

4/10/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department/Animal Control - cont'd</u>			

The airfare in the amount of \$552.97 and the hotel charges, and the hotel taxes were prepaid on a City-issued credit card assigned to Mr. Malcolm Green-Haynes. The registration fee in the amount of \$275.00 was prepaid by EA No. 000324411. Therefore, Ms. Novak will be disbursed \$272.00.

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

7.	Megan Zeiler	Animal Care Expo 2019 New Orleans, LA Apr. 14 - 18, 2019 (Reg. Fee \$275.00)	General Funds	\$1,047.97
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Ms. Zeiler will share the hotel room with Ms. Novak. Therefore, she is not requesting subsistence for hotel accommodations. The airfare in the amount of \$552.97 was prepaid on a City-issued credit card assigned to Mr. Malcolm Green-Haynes. The registration fee in the amount of \$275.00 was prepaid by EA No. 000324411. The Department is requesting \$40.00 per day for meals and incidentals. Therefore, Ms. Zeiler will be disbursed \$220.00.

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

AGENDA

BOARD OF ESTIMATES

4/10/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department/Animal Control - cont'd</u>			
8. Bruno Genis	Animal Care Expo 2019 New Orleans, LA Apr. 14 - 18, 2019 (Reg. Fee \$275.00)	General Funds	\$1,928.81

The subsistence rate for this location is \$232.00 per night. The cost of the hotel is \$179.00 per night, plus hotel taxes of \$28.21 per day.

The airfare in the amount of \$552.97, the hotel charges, and the hotel taxes were prepaid on a City-issued credit card assigned to Mr. Malcolm Green-Haynes. The registration fee in the amount of \$275.00 was prepaid by EA No. 000324411. Therefore, Mr. Genis will be disbursed \$272.00.

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

9. Gilbert Cooper	Animal Care Expo 2019 New Orleans, LA Apr. 14 - 18, 2019 (Reg. Fee \$275.00)	General Funds	\$1,047.97
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Mr. Cooper will share the hotel room with Mr. Genis. Therefore, he is not requesting hotel accommodations. The airfare in the amount of \$552.97 was prepaid on a City-issued

**AGENDA**

**BOARD OF ESTIMATES**

**4/10/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department/Animal Control - cont'd</u>			

credit card assigned to Mr. Malcolm Green-Haynes. The registration fee in the amount of \$275.00 was prepaid by EA No. 000324411. The Department is requesting \$40.00 per day for meals and incidentals. Therefore, Mr. Cooper will be disbursed \$220.00.

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

Department of Finance, Office of Risk Management

10. Charmane McDaniel	Risk and Insurance Management Society (RIMS) 2019 Annual Conference Boston, MA April 28-May 2, 2019 (Reg. Fee \$985.00)	Internal Service Fund	\$3,217.08
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The subsistence rate for this area is \$344.00 per day. The hotel rate is \$322.00 per night plus \$46.53 per night for hotel taxes. The Office of Risk Management is requesting additional subsistence in the amount of \$18.00 per day to cover the cost of meals and incidental expenses. The additional subsistence totaling \$72.00 has been added to the total.

The airfare and registration fee were purchased using a City issued credit card assigned to Mr. Douglas S. Kerr. Therefore, the disbursement amount to Ms. McDaniel will be \$1,522.96.



AGENDA

BOARD OF ESTIMATES

4/10/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Housing and Community Development</u>			
11. Sheneka Frasier-Kyer Alice Kennedy Elaine Harder	2019 National Lead and Healthy Housing Conference HUD Program Manager's School Minneapolis, MN May 13 - 17, 2019 (Reg. Fee \$190.00 ea.)	Federal HUD Lead-Based Paint Hazard Reduction Program Grant	\$4,537.89

The subsistence rate for this location is \$227.00. The hotel cost is \$199.00 per night, plus hotel taxes of \$26.16 per night.

The airfare cost of \$237.96 and registration fee of \$190.00 for Sheneka Fraiser-Kyer and airfare cost of \$183.96 and registration fee of \$190.00 for Alice Kennedy were prepaid on a City-issued procurement card assigned to Alice Kennedy.

The airfare cost of \$183.96 for Elaine Harder was prepaid on a City-issued procurement card assigned to Elaine Harder. The registration fee of \$190.00 was prepaid on a City-issued procurement card assigned to Alice Kennedy.

The hotel cost of \$199.00 per night, plus hotel taxes of \$25.16 per night for each attendee were prepaid on a City-issued procurement card assigned to Alice Kennedy.

The Department is requesting additional subsistence of \$12.00 per day for each attendee for meals and incidentals. Therefore, the disbursement to each attendee is \$220.00.

AGENDA

BOARD OF ESTIMATES

4/10/2019

RETROACTIVE TRAVEL APPROVAL/TRAVEL REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Emergency Management</u>			
12. Anthony Smith	Mass Gathering Medicine Summit 2019 Las Vegas, NV Mar. 14 - 17, 2019 (Reg. Fee \$346.42)	General Funds	\$1,710.19

Mr. Smith traveled to Las Vegas (Clark County), Nevada on March 14 - 17, 2019 to attend the Mass Gathering Medicine Summit 2019.

The subsistence rate for this location was \$191.00 per day. The hotel rate was \$89.00 for March 14, 2019, \$149.00 per day for March 15 - 16, 2019, plus \$51.79 for hotel taxes and \$108.84 for resort fees.

The hotel costs, hotel taxes, resort fees, and the registration fee were prepaid on a City-issued credit card assigned to Mr. Smith. Mr. Smith personally incurred the cost of parking, ground transportation, and meals and incidentals. Therefore, Mr. Smith will be reimbursed \$137.18.

TRAVEL REIMBURSEMENT+

\$ 32.00 - Parking
37.89 - Ground Transportation
<u>67.29 - Meals</u>
<b>\$137.18 - Total Reimbursement</b>

The retroactive travel approval and reimbursement is late because the conference sponsors did not publish event data details until shortly before the start of the conference.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED