

NOTICES

1. PROTESTS

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 12:00 NOON ON TUESDAY, PRECEDING THE BOARD OF ESTIMATES' MEETING. IN ORDER FOR A PROTEST TO BE CONSIDERED, THE PROTESTANT MUST BE PRESENT AT THE BOARD OF ESTIMATES' MEETING.

ALL PROTESTS MUST BE IN WRITING AND STATE:

1. whom you represent,
2. what the issues are, and
3. how the protestant will be harmed by the proposed Board of Estimates' action.

Please submit all protests to Board of Estimates, Attn: Clerk, Room 204 City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202.

2.

BOARD OF ESTIMATES' RECESS
MAY 29, 2013

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on May 29, 2013.

The Board of Estimates will not receive or open bids on May 29, 2013. The Board of Estimates will reconvene on June 5, 2013.

BOARD OF ESTIMATES' AGENDA - MAY 15, 2013

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

1. Amy's Contracting, Services, LLC	\$	1,500,000.00
2. Anderson Bros., Inc. d/b/a Anderson Industrial Contracting	\$	1,500,000.00
3. C&D Waterproofing Corp.	\$	8,000,000.00
4. Caplan Bros., Inc.	\$	8,000,000.00
5. Galway Bay Corporation	\$	57,060,000.00
6. Interlock Paving, Inc.	\$	1,500,000.00
7. Interlock Steelworkers, Inc.	\$	8,000,000.00
8. J. Fletcher Creamer & Son, Inc.	\$	442,170,000.00
9. Kiewit Infrastructure South Co.	\$	3,328,218.00
10. M&V Contractual Service, Inc.	\$	1,500,000.00
11. Mel McLaughlin Company	\$	1,500,000.00
12. SAK Construction, LLC	\$	193,095,000.00
13. Traffic Systems, Inc.	\$	8,000,000.00

AGENDA

BOARD OF ESTIMATES

05/15/2013

BOARDS AND COMMISSIONS - cont'd

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:

AB Consultants, Inc.	Landscape Architect Engineer Land Survey
Alvi Associates, Inc.	Engineer
DM Enterprises of Baltimore, LLC	Engineer
HAKS Engineers, Inc.	Architect Engineer Land Survey
Holbert Apple Associates, Inc.	Engineer
Jenkins Engineering Company	Engineer
Kim Engineering, Inc.	Engineer
Renaissance Planning Group, Inc.	Engineer
Tank Industry Consultants	Engineer

AGENDA

BOARD OF ESTIMATES

05/15/2013

Mayor's Office of Human Services - Memoranda of Understanding

The Board is requested to approve and authorize execution of the memoranda of understanding (MOU). The period of the MOU is July 1, 2012 through June 30, 2015.

1. **QUEEN ANNE'S COUNTY** **\$ 23,412.00**

Account: 4000-490913-3573-333674-603051

The organization will serve 4 eligible participants.

2. **BALTIMORE COUNTY** **\$1,122,267.00**

Account: 4000-490913-3573-333678-603051

The organization will serve 119 eligible participants.

The above counties will provide housing assistance to eligible residents in their respective county and will be responsible for administering tenant-based rental assistance. The counties will contract with individual property owners to participate in the Housing Opportunities for People With AIDS Program.

The MOU is late because of delays at the administrative level and in receiving signatures from Queen Anne's County and Baltimore County.

APPROVED FOR FUNDS BY FINANCE

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Option</u>			
1. M. Norma Fowler	926 N. Bradford St.	G/R \$36.00	\$ 240.00

Funds are available in account no. 9910-908044-9588-900000-704040, Milton-Montford Project.

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

Department of Law - Payment of Settlement

2. Zavia Booth (Previous Owner)	1046 Valley St.	L/H	\$5,060.00
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On March 14, 2012, the Board approved the acquisition, by condemnation, of the leasehold interest in 1046 Valley St. for the amount of \$12,940.00. The valuation was based upon appraisal reports obtained from independent appraisers. However, the previous owner of the property valued the property interest at \$30,000.00. The parties met in mediation and decided to settle the case for \$18,000.00. Therefore, the Board is requested to approve payment for the amount of \$5,060.00 in settlement of this case. Outstanding municipal liens and charges will be deducted.

Funds are available in Account No. 9990-907714-9593-900001-704040, Johnston Square Project.

EXTRA WORK ORDERS

* * * * *

The Board is requested to approve the

Extra Work Order

as listed on the following page:

6

The EWO has been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

AGENDA

BOARD OF ESTIMATES

05/15/2013

EXTRA WORK ORDER

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

Bureau of Water and Wastewater

1. EWO #007, \$274,405.66 - SC 8526, Sludge Digester Facilities
at the Back River Wastewater Treatment Plant
\$38,667,000.00 (\$ 22,054.00) Ulliman Schutte 0 15.73
Construction, LLC

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Audits - Audit Reports and Related Audit Digests

The Board is requested to **NOTE** receipt of the following Audit Reports and Related Audit Digests:

1. Audit of the Enoch Pratt Free Library a Component Unit of the City of Baltimore, Maryland Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2012.
2. Audit of the City of Baltimore Single Audit for the Year Ended June 30, 2010.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Health Department - Agreements and Collaborative Action Plan

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of agreements and a collaborative action plan with the following organizations. The period of the agreement is January 1, 2013 through December 31, 2013, unless otherwise indicated.

AGREEMENTS

1. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$250,000.00**

Account: 4000-499013-3023-513201-603051

The organization will provide HIV counseling and testing for 13,000 clients who are at risk for HIV infection or who are in various stages of HIV infection and refer infected clients to the Department's Early Intervention Initiative. The provider will also provide testing for other sexually transmitted diseases.

The agreement is late because of delays in receiving an acceptable budget and scope of service.

2. **CHASE BREXTON HEALTH SERVICES, INC.** **\$100,000.00**

Account: 4000-499013-3023-513201-603051

The organization will provide HIV counseling, testing and referral (CTR) services. Clients can get tested confidentially or anonymously. In addition, to walk-in CTR services, the organization will continue its voluntary HIV testing among current primary care patients that receive services in the City.

The agreement is late because the grant was awarded at the end of December 2012 and the delay in receiving an acceptable budget and scope of services.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Health Department - cont'd

3. **GAY FAMILY FOUNDATION, LTD.** **\$ 83,955.00**
d/b/a THE TAYLOR-WILKS GROUP

Account: 4000-427713-3023-273307-603051

The organization will provide technical, research and administrative support services to ensure the provision of HIV/AIDS health care and help current providers improve or expand their service delivery or management capacity. The period of the agreement is March 1, 2013 through August 31, 2013.

The agreement is late because the FY'13 Notice of Award was recently received and approved by the Board on March 13, 2013.

MWBOO GRANTED A WAIVER

4. **ASSOCIATED BLACK CHARITIES, INC. (ABC)** **\$ 30,719.00**

Account: 4000-427713-3023-274405-600000

The ABC as the Administrative Fiscal Agent for the Ryan White Part A Program provides funds to the Department to support HIV health care services to underserved minority and hard to reach populations.

The funds will allow the Department to increase the number of HIV-positive persons linked to care by addressing the complex social, logistical, and service barriers faced by our clients as they attempt to access health care services. The period of the agreement is March 1, 2013 through August 31, 2013.

The agreement is late because the Notice of Grant Award was just approved on March 13, 2013.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Health Dept - cont'd

COLLABORATIVE ACTION PLAN

5. **AMERICAN CANCER SOCIETY (ACS)/** \$ **500.00**
BRIDGES COMMUNITY HEALTH WORKER

Account: 6000-651913-3041-688200-406001

In an effort to achieve national regional, local organization-specific cancer program goals, the ACS and the Department will collaborate to increase colorectal screening through education and awareness. To recognize the efforts of the Department, the ACS will compensate the Department as the Community Health Worker organization up to a total of \$500.00. The period of the collaborative action plan is September 2012 through September 2013.

The item is late because changes in the signatory at the ACS delayed processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Health Department - Revised Notification of Grant Award
and Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a revised notification of grant award (NGA) and execution of an agreement with the Maryland Department of Aging (MDoA). The period of the agreement was April 1, 2012 through March 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - 4000-433413-3023-273300-404001

BACKGROUND/EXPLANATION:

The notification of grant award and agreement in the amount of \$90,803.00 was approved on April 24, 2013. This revised grant award is for the FY13 Senior Health Insurance Program (SHIP). The award provided \$4,000.00 to support public education about health insurance plan options to Baltimore City senior residents and their families, and will make the total grant amount \$94,803.00.

These funds also supplemented the Senior Information & Assistance Program.

The revised NGA is late because it was just received from the MDoA.

APPROVED FOR FUNDS BY FINANCE

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

(The revised notification of grant award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

05/15/2013

Mayor's Office of Information Technology - Payment of Invoice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment to The Towers at Harbor Court Condominiums for the operation and maintenance of antennas used by the Fire & Police Departments during the months of September, October, and November 2012.

AMOUNT OF MONEY AND SOURCE:

\$ 5,359.49	September
5,741.22	October
<u>5,741.22</u>	November
\$16,841.93	- 2042-000000-1474-165700-603013

BACKGROUND/EXPLANATION:

The Mayor's Office of Information Technology leases space at The Towers at Harbor Court for the operation and maintenance of antennas, in conjunction with the 800 MHz system for the Fire and Police Departments of Baltimore City. The City's Real Estate Office submitted a renewal request for the Towers to the Board, which was approved on March 20, 2013. However, three months of service was inadvertently omitted from the request. As a result, The Towers at Harbor Court are due payment for the months of September, October, and November of 2012 for a total of \$16,841.93.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Mayor's Office of Employment - Modification to Grant Award
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the modification to the grant award from the State of Maryland, Governor's Office of Crime Control and Prevention (GOCCP).

AMOUNT OF MONEY AND SOURCE:

\$2,400.00 - 4000-809113-6331-456000-404001

BACKGROUND/EXPLANATION:

On February 13, 2013, the Board approved acceptance of the grant from the GOCCP entitled "Pre-Adjudication and Coordination & Transition Center" to fund personnel, contractual services, and assessment tools.

The amount of the grant award was \$130,713.00. The purpose of this modification is to increase the grant by \$2,400.00, making the total amount of the grant \$133,113.00. All other terms and conditions of the grant will remain unchanged.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Police Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the House of Ruth Maryland, Inc. The period of the agreement is August 1, 2012 through July 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$10,800.00 - 5000-516411-2252-690500-600000

BACKGROUND/EXPLANATION:

This agreement is funded by the Baltimore City Supervised Visitation grant. On July 28, 2010 the Board approved and authorized acceptance of a grant award for the 2010 City of Baltimore's Cooperative Agreement for Supervised Visitation Center. The grant is intended to address the persistent problem of domestic violence and child abuse in the metropolitan area. This grant provides funds for the creation of a fully functional Supervised Visitation Center in the jurisdiction. The House of Ruth Maryland, Inc. will provide training and technical assistance to Visitation Center Staff.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Police Department - Amendment No. 1 to Interagency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to interagency agreement with the Office of the State's Attorney.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 5000-599113-2252-690703-600000

BACKGROUND/EXPLANATION:

On August 22, 2012, the Board approved acceptance of a grant award from the Governor's Office of Crime Control and Prevention for the Youth Violence Reduction Partnership Grant, in the amount of \$322,338.00. On October 10, 2012, the Board approved an Interagency Agreement with the Office of the State's Attorney for \$78,230.00, as a sub-award of the grant noted above. This amendment no. 1 to interagency agreement increases the funding of the interagency agreement making the total amount \$88,230.00 for victim witness/juvenile expenses.

APPROVED FOR FUNDS BY FINANCE

(The amendment no. 1 to interagency agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Finance - AM-203-2, Family and
Medical Leave Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the new Family and Medical Leave Policy, AM-203-2.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City's Family and Medical Leave Policy describes the procedures City agencies and employees must follow when requesting, approving, and administering leave under the Family and Medical Leave Act (FMLA), 29 U.S.C. §2601. The proposed revisions are intended to bring City policy in line with recent regulatory changes in this area, as well as convey the City's FMLA policy and procedures in a more user-friendly manner.

The proposed policy was reviewed and recommended by a committee of agency human resources/legal representatives, which included the Department of Transportation, the Department of Public Works, the Department of General Services, the Baltimore City Fire Department, the Baltimore City Police Department, the Health Department, Recreation and Parks, Enoch Pratt Free Library, Department of Finance, Baltimore Housing, Baltimore Convention Center, the Mayor's Office of Employment Development, and the City Council Offices. In addition, the policy was reviewed and recommended by the Law Department and the Office of the Labor Commissioner.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Law Department - Settlement Agreement and Release

The Board is requested to approve the settlement agreement and release for the following claim:

1. Diane Frederick et al v. \$100,000.00
Jemell Rayam, et al

Account: 1001-000000-2041-195500-603070

The settlement agreement and release has been reviewed and approved by the Settlement Committee of the Law Department.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Housing and - Ratification and
Community Development Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify the services provided and approve an expenditure of funds to pay Leisure Inn. The period of the invoices is February 16, 2012 through January 7, 2013.

AMOUNT OF MONEY AND SOURCE:

\$34,125.00 - 5000-518813-5825-608952-603051

BACKGROUND/EXPLANATION:

This expenditure will pay for temporary relocation for 13 families who stayed at the Leisure Inn located at 6700 Security Boulevard, Baltimore MD 21207 while Lead Hazard Risk Reduction Work took place in their homes. The families varied in size and some required at least two rooms. The invoices are being submitted after services were rendered because State funding was delayed.

The risk of children becoming poisoned due to flaking, peeling, and chipping lead paint in Baltimore City homes remain significant. The Center for Disease Control (CDC) recently issued a ruling that effectively said that there is no safe level of lead in the blood of children. When Lead Hazard Work takes place in a home, families are required to vacate housing as a result of State and Federal regulation. According to the Maryland Department of Environment temporary relocation for tenant-occupied properties is the responsibility of the landlord. However, in the case of owner-occupied properties the City of Baltimore has historically provided temporary relocation to families who could not otherwise identify lead-safe housing during lead hazard risk reduction work.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

05/15/2013

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Maryland Energy Administration (MEA). The period of the grant agreement is effective upon Board approval through September 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$281,900.00 - 5000-594313-5971-439500-405001

BACKGROUND/EXPLANATION:

The MEA's purpose in the EmPOWER Clean Energy Communities grant is to produce funding for energy efficient, ENERGY STAR qualified, HVAC upgrades in low-income homes in Baltimore City.

The EmPOWER Clean Energy Communities grant will ensure that Baltimore City's Weatherization Assistance Program may allocate additional funding for a minimum of 32 energy efficient HVAC systems in homes receiving weatherization services through leveraged funding sources.

The MEA's overall mission is to reduce energy demand and increase energy efficiency and the use of renewable energy resources. The purpose of the EmPOWER Clean Energy Communities Program is to provide funding to assist local governments and communities whose energy benefits exceed their costs, and to promote affordable, reliable, and clean energy. The DHCD's mission is to guarantee that all citizens of Baltimore City have access to acceptable and affordable housing opportunities in safe, livable, and decent neighborhoods.

The Baltimore City Office of Energy Conservation Services is an agency within the DHCD that enables the low-income families to

AGENDA

BOARD OF ESTIMATES

05/15/2013

DHCD - cont'd

permanently reduce their energy bills by making their homes more energy efficient. The MEA's EmPOWER Clean Energy Communities grant will allow Baltimore City's Office of Energy Conservation Services to replace old inefficient, inoperable, and/or dangerous HVAC systems with energy efficient heating replacements. All households receiving HVAC upgrades will receive additional weatherization measures from the Office of Energy Conservation Services.

MBE/WBE PARTICIPATION:

Minority and Women's Business Enterprise requirements are applicable to heating system replacements that will be conducted by contractors at the DHCD Weatherization Assistance program.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Mr. Michael R. Simms, Jr., developer, for the sale of the property located 1320 McCulloh Street (Block 0397, Lot 007).

AMOUNT OF MONEY AND SOURCE:

\$7,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City may dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter, and Article 13, 2-7 (h)(2) (ii)(c) of the City Code. The project will consist of the conversion of this vacant property into a single-family homeownership unit. The purchaser plans to invest approximately \$42,750.00 into this project.

The sale of this property will generate a considerable amount of revenue in the form of real property taxes to the City. Once transferred and redeveloped the property will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment.

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

In accordance with the City's appraisal policy, the Waiver Valuation process was used in lieu of an appraisal. The property was valued at \$10,000.00 and will be sold for \$7,000.00.

The property will be sold to Mr. Simms for the price of \$7,000.00. It will be sold below the price determined by the Waiver Valuation process because of the following factors:

1. the sale and rehabilitation will help to promote specific benefit to the immediate community,
2. the sale and rehabilitation will eliminate blight,

AGENDA

BOARD OF ESTIMATES

05/15/2013

DHCD - cont'd

3. the sale and rehabilitation will promote economic development through the placement of the subject on the City's tax rolls, and
4. the sale and rehabilitation will help to increase homeownership in the City.

MBE/WBE PARTICIPATION:

It should be noted that the property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property will be sold for less than \$49,999.99.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Ms. Luisa Ruiz, developer, for the sale of the property located 944 N. Broadway (Block 1215, Lot 021).

AMOUNT OF MONEY AND SOURCE:

\$8,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will involve the conversion of the vacant property into a single-family home which the developer plans to use as a rental property. The sale of this property once developed will generate real property taxes to the City. Once transferred and redeveloped the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

The authority for sale comes from Article II, Section 15 of the City Charter of Baltimore City (2010 edition); and Article 13 of the Baltimore City Code (2010 edition).

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

In accordance with the City's appraisal policy, the Waiver Valuation process used in lieu of an appraisal. The DHCD determined the fair market value of the property to be \$9,300.00 using real estate data. Sale of this vacant property at a price below appraised value will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction and the property will be reoccupied and returned to the tax rolls.

MBE/WBE PARTICIPATION:

The property is valued at less than \$49,999.99; 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

05/15/2013

Department of Housing and - Agreements
Community Development

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

- 1. **PARKS AND PEOPLE FOUNDATION, INC.** **\$ 63,080.00**

Account: 2089-208913-5930-714934-603051

Under this agreement, the funds will be utilized to subsidize the Building Resources and Nurturing Community Health and Environmental Stewardship (BRANCHES) after-school and summer green job training and employment program, through the Public Housing Greening and Youth Employment Initiative. This initiative will provide youth ages 14-21 to operate at the Perkins and Gilmore Homes after-school green career exploration workshops and field trips, and on-the-job training. They will have employment in the areas of landscaping, storm-water management and erosion control, urban and community gardening, tree planting and addressing the environment and social needs of the community. The period of the agreement is February 1, 2013 through January 31, 2014.

MWBOO GRANTED A WAIVER.

- 2. **RESERVOIR HILL IMPROVEMENT COUNCIL, INC.** **\$ 66,160.00**

Accounts:	2089-208913-5930-428026-603051	\$ 9,000.00
	2089-208913-5930-428076-603051	\$ 11,200.00
	2089-208913-5930-428081-603051	\$ 16,960.00
	2089-208913-5930-428083-603051	\$ 17,760.00
	2089-208913-5930-428091-603051	\$ 11,240.00

The organization will provide residents with information regarding activities in the community, continue public safety and sanitation efforts, provide quarterly workshops, and one-on-one housing counseling services. The funds will be used to subsidize the organization's operating costs. The period of the agreement is November 1, 2012 through October 31, 2013.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

05/15/2013

DHCD - cont'd

On May 2, 2012, 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 2012 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2012 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement for the sale of the City-owned properties located at 1303, 1305, 1307, and 1313 N. Central Avenue to Mr. Chen Chong Ming, developer.

AMOUNT OF MONEY AND SOURCE:

\$ 3,750.00 - 1303 N. Central Avenue
3,750.00 - 1305 N. Central Avenue
3,750.00 - 1307 N. Central Avenue
3,750.00 - 1313 N. Central Avenue
\$15,000.00 - Total Purchase Price

BACKGROUND/EXPLANATION:

1303 and 1305 N. Central Avenue will be rehabilitated as apartment buildings, while 1307 and 1313 N. Central Avenue are planned as single family rentals. The properties are located within the Oliver Community. The purchase price and improvements to the site will be financed through a private development partner.

The authority to sell all four properties is Article 13, § 2-7 (h) (2) (ii) (C).

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

The properties located at 1303, 1305, 1307, and 1313 N. Central Avenue are being sold for \$3,750.00 each for a total of \$15,000.00. The Waiver Valuation process determined the price for the properties to be \$8,500.00 each. The properties are being sold to Mr. Ming for less because of the following reasons:

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BOARD OF ESTIMATES

05/15/2013

DHCD - cont'd

1. the renovations will be to the specific benefit to the immediate community,
2. the transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood,
3. the sale and rehabilitation will return four vacant building to the City's tax rolls, and
4. the properties are being sold for less than the value determined by the waiver value process because of their conditions, which will require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

The properties are valued at less than \$49,999.99, therefore, MBE/WBE participation is not applicable.

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

TRANSFERS OF FUNDS

* * * * *

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

29 - 30

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

05/15/2013

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>			
1.	\$ 50,000.00	9905-901009-9186	9905-903009-9188
	22 nd Economic	Planning Dept. -	Planning Dept.
	Development Loan	Init. - Reserves	Init. - Active
<p>This transfer will provide funds for the Department of Planning to hire a contract employee to perform GIS work. This position will complete the final version of the new zoning maps; maintain the on-line mapping and public comment system for zoning along with other assigned duties.</p>			
<u>Department of Transportation</u>			
2.	\$197,360.00	9950-916080-9512	
	Federal	Traffic Safety	
		Improvements	
		Citywide	
	49,340.00	" "	
	<u>MVR</u>		
	\$246,700.00	-----	9950-907094-9512-6
			Struc. & Improve.
			Northern Parkway
			Adaptive Signal
			Control Technology

This transfer will fund the cost associated with the purchase of software, hardware, and services from Rhythm Engineering through the CitiBuy Procurement System for the project of Northern Parkway Adaptive Control Technology. The procurement will be partially funded by the Federal Highway Administration through project agreement BC-319-016-815.

AGENDA

BOARD OF ESTIMATES

05/15/2013

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
3. \$ 23,500.00	9938-902668-9475	
State	Reserve - Park	
	Perimeter Improv.	
17,000.00	" "	
Rec. & Pks.		
<u>23rd Series</u>	-----	9938-901668-9474
\$ 40,500.00		Active - Park
		Perimeter Improve.

This transfer will provide funds to cover the costs associated with the renovation of Patterson Park Entrance at Eastern and Patterson Park Avenues.

4. \$ 12,000.00	9938-905776-9475	
State	Reserve - Rec.	
	Facility Expansion	
4,000.00	FY'12	
Rec. & Pks.	" "	
<u>26th Series</u>	-----	9938-906776-9474
\$ 16,000.00		Active - Recreation
		Facility Expansion
		FY'12

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1167, Task No. 11 to Rummel, Klepper & Kahl, LLP and to reconcile the account's deficit.

AGENDA

BOARD OF ESTIMATES

05/15/2013

PROPOSAL AND SPECIFICATIONS

1. Dept. of Transportation

- TR 11320, Greyhound Intermodal Terminal, 2110 Haines Street
BIDS TO BE RECV'D: 06/19/2013
BIDS TO BE OPENED: 06/19/2013

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Wallace Montgomery & Associates, LLP. for Project No. 851, Rehabilitation of the Lafayette Avenue Bridge over Amtrak Railroad. The amendment no. 1 to agreement extends the period of the agreement through May 4, 2015.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 5, 2010, the Board approved an agreement with Wallace Montgomery & Associates, LLP in the amount of \$671,558.93 to perform work for the final design required to prepare the bid documents for the Rehabilitation of the Lafayette Avenue Bridge over Amtrak Railroad. On April 20, 2011, the City approved Change Order No. 1 in the amount of \$87,446.30 to provide for design engineering services in connection with the Rehabilitation of the Lafayette Avenue Bridge over Amtrak Railroad to include material testing, pier analysis and survey information.

This additional request for a one year time extension is needed to complete additional work.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with Title 49 Code of Federal Regulations parts 26 and the DBE goals of 23.17% established in the original agreement.

AUDITS NOTED THE TIME EXTENSION.

(The amendment no. 1 to the agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with URS Corporation, Inc. for Project No. 1123, On-Call Transportation Planning/Policy/Feasibility Studies. The amendment no. 1 to the agreement will extend the period of the agreement through June 7, 2014.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 8, 2011, the Board approved the initial agreement in the amount of \$1,500,000.00 with URS Corporation, Inc. for two years to perform feasibility analysis and alternatives development for highway, bridge, bicycle and transit project services, for a two year period.

This request for a one-year time extension will allow for the completion of various ongoing design tasks.

MBE/WBE PARTICIPATION:

MBE: 21.00%

WBE: 9.00%

The consultant will continue to comply with Article No. 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS NOTED THIS TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

(The amendment no. 1 to agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Transportation (DOT) - Inner Harbor
Docking Fee Increase

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an increase to the Inner Harbor transient docking fees and charter boat rate. In addition, the Department is requesting that a premium fee be implemented for docking on Pier 5 when there is an event of note held at the Pier 6 Pavilion.

AMOUNT OF MONEY AND SOURCE:

Revenue will be deposited in account no. 1001-000000-5180-258600-401050

BACKGROUND/EXPLANATION:

The proposed changes will increase the current daily transient rate of \$20.00 per 5 hours to a rate based on boat length. The overnight rate will be raised from \$1.50 to \$2.00 per linear foot. The charter boat rate will be raised from \$1.50 to \$2.00 per foot. These requested adjustments will put the City's docking fees in line with those collected by regional jurisdictions that operate public marinas.

As part of an effort to improve the operations of the Inner Harbor and make it more viable, the City's Bureau of the Budget and Management Research (BBMR) conducted a comprehensive research study regarding Baltimore City Dock Master operations. One of the aspects of the Study was the review of the Inner Harbor's rate structure as compared to those of regional public marinas. One of the findings and subsequent recommendation made by the BBMR was that the docking fees were on the lower end of the spectrum and that in order to meet the Dock Master's self-sufficient expenditure mandate, and close the gap between revenue and expenditures, a fee structure should be put into place that is based on the length of the vessel being docked and the number of hours docked. The Department of Transportation has reviewed and concurs with these recommendations and has developed a docking fee adjustment request.

DOT - cont'd

Price Analysis

Baltimore public docking fees were last adjusted in May 2010 and prior to that in July 2007. Before the 2007 adjustment, docking fees had not been increased in over ten years; and, Baltimore's docking fees are presently at the lower end of the spectrum in comparison with the docking fees collected by other public marinas in the region. Similarly, when compared with charter boat docking fees in peer cities, Baltimore's fees are, again, lower; and, the requested adjustment would put City charter boat docking in line with rates charged at those marinas. City transient docking fees are charged in one of two ways; daily rates, and nightly rates. These rates are uniform throughout the year and it is requested that the proposed adjustment go into effect April 1, 2013; the unofficial start of the boating season. It is anticipated that the net impact of these adjustments would be an estimated revenue increase of \$35,760.00 or 39% above the FY 2012 revenue amount of \$90,669.00

Daily Transient Rates: Increase From \$20.00 per 5 Hours to a Rate Based on Boat Length

On average, the transient daily boater docks at the Inner Harbor for 5 hours which equates to an hourly docking fee of \$4.00. This hourly rate is lower than any of the rates of sampled regional marinas, and substantially lower than the rates collected by the Baltimore Marine Center and the Annapolis City Marina. At the current daily rate annual revenue has averaged roughly \$58,000.00 (FY 2011 and FY 2012). The proposed restructured rates are:

- 25' and under - \$20.00 for up to 5 hours
- 26' - 30' - \$25.00 for up to 5 hours
- 31' - 35' - \$30.00 for up to 5 hours
- 36' - 40' - \$35.00 for up to 5 hours
- 41' and over - \$40.00 for up to 5 hours

Projected revenue following the proposed rate adjustment would

AGENDA

BOARD OF ESTIMATES

05/15/2013

DOT - cont'd

be \$67,000.00; an incremental increase of roughly \$10,000.00 from the current rate and would put the City's daily transient rate on par with rates in Annapolis and in Alexandria. It should be noted that this rate adjustment equates to an incremental increase of \$10.00 per boat based on an average boat length of 32'. It is anticipated that the fee increase will withstand any elasticity backlash.

Overnight Rates: Increase From \$1.50 to \$2.00 per Linear Foot:

As is the case with the daily transient rate, the overnight rate of \$1.50 per linear foot is lower than fees charged by marinas of note that are in the region. At the current rate, average annual revenue for overnight docking fees for fiscal years 2011 and 2012 was \$31,800.00. To remain in line with the overnight docking fees charged by neighboring jurisdictions, it is proposed that the overnight rate be increased to \$2.00 per linear foot. As with the adjustment to the daily rate, it is anticipated that there is insufficient elasticity in demand to reduce the level of usage by a measurable amount. Therefore, the recommended adjustment would result in a revenue increase of \$10,500.00 or 33% from the average revenue level of the past two fiscal years. Moreover, it would bring City transient rates more in line with those charged by peer marinas.

Implementation of a Premium Pier 5 Docking Fee of \$40.00 per Event (in Addition to Daily Docking Fee) or \$3.00 per Foot Overnight

Presently there is no distinction in daily or overnight docking fees at Pier 5 and fees charged when there is an event held at the Pier 6 Pavilion. By not charging a premium fee for these events, the DOT has forgone a revenue generating opportunity. In that regard the DOT requests that a premium docking fee be charged at Pier 5 for the approximately 20 events of note that take place at the Pier 6 Pavilion annually. Based on berthing accommodations for 12 boats for a single event (with the assumption that half of the boats would opt to pay the premium daily rate of \$40.00 and the remaining half paying the overnight rate) this adjustment would generate revenue of \$816.00 per event; an increase of \$408.00 per event from the current rate. For 20 events, increased annual revenue would total an estimated \$8,160.00.

AGENDA

BOARD OF ESTIMATES

05/15/2013

DOT - cont'd

CURRENT *				PROPOSED*		INCREASE
Overnight	#Boats	@ \$1.50/ft.	Total	@\$3.00/ft.	Total	
	6	\$48.00/boat	\$288.00	\$96.00/boat	\$576.00	\$288.00
Daily		@\$20/5hrs.		@\$70.00/Event		
	6	\$20.00/boat	\$120.00	\$70.00/boat	\$420.00	\$300.00
TOTAL			\$408.00		\$996.00	\$588.00

*Based on an average boat length of 32'.

Charter Vessels: Increase Docking Fee From \$1.50 to \$2.00 per Foot

The current charter boat docking fee is \$1.50 per foot per charter which, like the docking fees for recreational boats, is at the lower end when compared to similar rates of nearby regional marinas. The Annapolis Marina charter boat docking fee is \$2.25 per foot with a 45 minute loading time and 45 minutes to discharge. If the charter requires additional time, the rate is \$.25 per foot per hour. The Baltimore City Dock Master provides similar services and the Inner Harbor has comparable capacity and capability. In an effort to maintain competitiveness with regional operations, the Department of Transportation is requesting that the Board adjust charter boat fees to a proposed level of \$2.00 per foot which will include a one hour load and one hour unload period. Additional time would be at the rate of \$.50 per foot per hour. The incremental revenue increase from this action is estimated at \$3,500.00 annually. It should be noted that if the Board adopts this request, the Department of Transportation, will initiate a policy change which will require that charter boats reserve docking space a minimum of 24 hours in advance. This policy adjustment will improve charter boating and pleasure boating customer service and enhance overall Dock Master effectiveness and efficiency.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Transportation - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Kohl Fallin for the months of January and February 2013.

AMOUNT OF MONEY AND SOURCE:

\$44.80 - 1001-000000-2301-249000-603002 Mileage

BACKGROUND/EXPLANATION:

The Department of Transportation, Fiscal Division, received this request past the Department of Finance's submission deadline for reimbursement. This mileage reimbursement is late because Ms. Fallin's employee identification number was incorrect.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Transportation (DOT) - Termination of Contract
Nos. TR 08316 and TR 08318R

ACTION REQUESTED OF B/E:

The Board is requested to approve the termination of Contract no. TR 08316, Construction of CCTV Cameras & Signal Rewiring Citywide and TR 08318R, Installation of Fiber Optic and Copper Communications Systems Citywide-JOC with LAI Construction Services, Inc. (LAI).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

By letters dated September 27, 2012 and January 17, 2013, the City notified LAI that it was in default of its obligations under the contracts due to its continuing failure to prosecute the work and requested that LAI cure those defaults immediately. The LAI has failed to cure those defaults. Accordingly, the DOT requests the Board's permission to terminate LAI's contracts so as to engage the surety and/or another contractor to complete LAI's work.

The termination of Contract Nos. TR 08316 and TR 08318R with the LAI will allow the City to meet the conditions of the performance bond and call on the surety to perform its obligations under the bond.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to the agreement with UA Locust Point Holdings, LLC. The amendment no. 1 to the agreement will extend the period of the agreement through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$94,540.00 - revenue to be deposited in account no.
6000-617412-2303-248700-406001

BACKGROUND/EXPLANATION:

On January 25, 2012, the Board approved a Water Taxi Connector Funding Agreement with UA Locust Point Holdings, LLC. The original agreement included a payment from UA Locust Point Holdings, LLC in the amount of \$173,250.00 to help the City defray the costs of providing the Point-to-Point Service.

In addition, the term of the agreement was effective through February 28, 2013. Both parties now wish to amend the agreement to increase the payment by \$94,540.00 and exercise the one year renewal option, revising the agreement's expiration date to February 28, 2014.

The amendment to the agreement is late because of uncertainty on the behalf of UA Locust Point Holdings, LLC to continue the agreement through 2013. Therefore, operations continued on a month-to-month basis.

AUDITS REVIEWED AND HAD NO OBJECTION.

(The amendment no. 1 to agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

05/15/2013

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with ABA Health Services, Inc., (ABA) Tenant, for the rental of a portion of the property known as the Lower Park Heights Multipurpose Center, located at 3939 Reisterstown Road, 1st floor, consisting of approximately 3,780 square feet of space. The period of the lease agreement is May 01, 2013 through April 30, 2015, with the option to renew for an additional two-year period.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$36,138.60	\$ 3,011.55

BACKGROUND/EXPLANATION:

The leased premises will be used as office space for ABA's administrative use and for their counseling services. The ABA will be responsible for liability insurance, maintenance and repair, janitorial, and telephone services of the leased premises. The City will be responsible for the parking area, exterior of the building, all interior common areas, all equipment and systems serving the building, trash and snow removal of the building, and paying for utilities such as water, gas, and electric.

The ABA will have an option to renew the lease agreement for an additional two years, increasing at a rate of 3% percent annually.

The Space Utilization Committee approved this lease agreement on May 07, 2013.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Space Utilization Committee - Rescission and Approval of
Communication Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to rescind approval of the communication lease agreement and subsequent supplemental Agreement no. 1 approved on February 6, 2013 and March 20, 2013, respectively, and authorize execution of a new communication lease agreement with the State of Maryland, on behalf of WBJC-FM, the radio station for the Baltimore City Community College, lessee, for a portion of the property known as R1723 Reisterstown Road. The period of the lease agreement is May 1, 2013 through April 30, 2022, with an option to renew for two additional five-year terms

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Amount</u>
2013	\$17,608.00
2014	\$18,136.24
2015	\$18,680.33
2016	\$19,240.74
2017	\$19,817.96
2018	\$20,412.50
2019	\$21,024.87
2020	\$21,655.62
2021	\$22,305.28
2022	\$22,974.44

The rent will be paid annually on May 1st. The rent will escalate annually by an amount equal to 3% over the amount of the rental payments for the preceding year.

BACKGROUND/EXPLANATION:

After approval of the lease and supplemental agreement no. 1, the parties discovered that through an inadvertent oversight that the transaction was materially affected by certain State statutes and a transfer agreement between the City and the State. Therefore, the parties decided to prepare a new lease agreement to address all issues raised by the transfer agreement and the State statutes.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Space Utilization Committee - cont'd

The most significant changes between the previous Board approved lease agreement and supplemental agreement no. 1 and this new lease agreement pertains to the obligations of sublessees and the disposition of WBJC's equipment and buildings upon termination of the lease. The City no longer will have the option of taking the property at termination but instead will have a right of first refusal to acquire the property. The sublessees are now bound to the same terms and obligations as the lessee under the lease agreement. The City will receive 10% of the revenue received by the lessee from subtenants.

The lessee will use the demised premises for a radio tower and associated equipment and buildings for WBJC-FM. The lessor will be responsible for the maintenance of the site. The lessee will be responsible for liability insurance, utilities, maintenance and repairs to its equipment, and compliance with all FCC and FAA rules and regulations.

After approval the lease agreement will be submitted for approval by the State of Maryland.

The Space Utilization Committee approved this lease agreement on May 7, 2013.

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Bureau of Water & Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of task no. 007, to KCI Technologies, Inc., under Project 1133K, On-Call Environmental Engineering Services. The original agreement will expire on May 17, 2014. The period of this task is 40 weeks.

AMOUNT OF MONEY AND SOURCE:

\$356,907.67 - 9960-907134-9557-900020-703032

BACKGROUND/EXPLANATION:

On May 18, 2011, the Board approved a three year contract with KCI Technologies, Inc. for On-Call Engineering Services. The consultant will provide engineering design services related to repair and replacement of existing water mains identified by the City at various locations and post award services for the Dundalk Avenue Water Main Installation Project. The scope of work includes preparation of contract documents including plans, specifications, cost estimates, permit applications, community meetings, right-of-ways and post award services.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 419,490.00	9960-909100-9558	
Water Rev. Bonds	Constr. Res. Water Infrastructure	
30,510.00	9960-936001-9558	
<u>Baltimore County</u>	Constr. Reserve Unallocated	
\$ 450,000.00	-----	9960-907134-9557- 900020-3 Engineering

The funds are required to cover the cost of Project 1133K, Task No. 7, On-Call Environmental 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

05/15/2013

Bureau of Water & Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 011, to Johnson, Mirmiran & Thompson, (JMT) Inc., under Project 1077J, (SC 916) Improvements to Primary Settling Tanks Odor Control System at Back River Wastewater Treatment Plant. The period of the task is effective upon Board approval for 12 months. The current contract will expire on September 3, 2014.

AMOUNT OF MONEY AND SOURCE:

\$ 91,236.16 - Baltimore City Wastewater Revenue Bonds
91,236.16 - Baltimore County
\$182,472.32 - 9956-904860-9551-900020-803032

BACKGROUND/EXPLANATION:

During the construction of Sanitary Contract 829 - Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant, the contractor discovered excessive corrosion and spalling throughout the vertical concrete wall of the effluent trough for Primary Settling Tank (PST) No. 7 with similar corrosion being observed on PST's No. 3 to 6. The JMT was tasked under Task No. 8 of On-Call Contract 1077J to evaluate the adequacy of the existing odor control system and to provide recommendations for improvements.

Based on these findings, the consultant will design and prepare contract documents including plans, specifications, and cost estimates for the improvements to the PST Odor Control System at the Back River Wastewater Treatment Plant. The consultant was approved by the Architectural and Engineering Awards Commission for design services under this contract.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$125,000.00	9956-905533-9549	
Rev. Bonds	Constr. Res. Annual	
	Facilities Improvements	
125,000.00	" "	
<u>Counties</u>		
\$250,000.00	-----	9956-904860-9551-3
		Engineering

The funds are required to cover the cost of Engineering Services that will provide the design of Project 1077J, SC 916 Improvements to the Primary Settling Tanks Odor Control System at the BRWWTP for Task No. 11.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
49 - 53
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.
In connection with the Transfers of Funds,
reports have been requested
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

AGENDA

BOARD OF ESTIMATES

05/15/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$ 665,282.00	-----	9950-909632-9527-6
		Structure & Improv.
76,194.87	-----	9950-909632-9527-5
		Inspections
75,597.43	-----	9950-909632-9527-2
<u>\$ 817,074.30</u>		Contingencies
		Demolition of Pratt
		Street

This transfer will cover the cost associated with TR 12007, Demolition of Pratt Street Bridges: Charles and Gay Streets, by Bensky Construction, LLC.

Department of Housing and Community Development

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$ 400,000.00	9910-919008-9608	
23 rd EDB	Hopkins Plaza	
	Reserve	
200,000.00	9910-918009-9608	
23 rd EB	Pratt St. Skywalk	
	Reserve	
\$ 600,000.00	-----	9910-916011-9607
		Pratt Street Skywalk
		@ Gay

This transfer will provide funds to remove the skywalk on Pratt Street at Gay Street as part of the Pratt Street Initiative. The project will include restoration of the affected sidewalk and building areas, including minor landscaping.

AGENDA

BOARD OF ESTIMATES

05/15/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

4. RP 12807, Radecke DSM Properties, LLC \$1,366,999.00
 Park Athletic
 Field Renovation

MWBOO SET GOALS OF 24% FOR MBE AND 5% FOR WBE.

MBE: Priority Construction Corporation	\$317,000.00	23.19%
KMT Contractors	<u>12,000.00</u>	<u>0.88%</u>
Total	\$329,000.00	24.07%
 WBE: S&L Trucking, LLC	 53,000.00	 3.88%
Cherry Hill Fabrica- tion and Machine Shop, Inc.	 <u>16,000.00</u>	 <u>1.17%</u>
Total	\$ 69,000.00	5.05%

MWBOO FOUND VENDOR IN COMPLIANCE.

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 712,000.00	9938-906765-9475	
State	Courts & Fields	
	Renovations FY09	
	Reserve	
324,000.00	" "	
Rec. & Parks		
24 th Series		
100,000.00	9938-908808-9475	
State	Community Park	
	and Playgrounds	
	FY11 - Reserve	
60,000.00	9938-902750-9475	
State	Park Building	
	Renovation - Reserve	
200,000.00	9938-920019-9475	
Gen. Fund	Carroll Park Fields	
<u>\$1,396,000.00</u>		

AGENDA

BOARD OF ESTIMATES

05/15/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$1,236,000.00	-----	9938-904765-9475 Active - Courts and Fields Renovations FY09
100,000.00	-----	9938-907808-9474 Active - Community Park and Play- grounds FY11
60,000.00	-----	9938-901750-9474 Active - Park Building Renova- tion FY08
<u>\$1,396.000.00</u>		

This transfer will provide funds to cover the costs associated with the award of Radecke Park Athletic Field Renovation, for Contract No. RP 12807 to DSM Properties, LLC.

Bureau of Purchases

- 6. B50002858, CCTV and Video Surveillance System Maintenance and Installation
- Highlander Contracting Company, LLC \$200,000.00

(MOIT, DPW, ETC.)

MWBOO SET GOALS OF 15% FOR MBE AND 5% FOR WBE.

MBE: CI Contracting Company 15%

WBE: Fleet Electric 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM BFPE INTERNATIONAL FIRE, SAFETY & SECURITY.

AGENDA

BOARD OF ESTIMATES

05/15/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

7.	B50002532, Ford Police Intercep- tor Sport Utility Vehicles	Hertrich Fleet Ser- vices, Inc.	\$178,362.00
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(Department of General Services, Fleet Management)

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

05/15/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
---------------	------------------------	--------------------

Bureau of Purchases

- | | | |
|---|-------------|---------|
| 1. <u>COLOR-AD, INC.</u> | \$32,500.00 | Low Bid |
| Solicitation No. B50002922 - Druid Hill Park Signage -
Department of Recreation and Parks - Req. No. R629599 | | |

The period of the award is May 8, 2013 through October 7, 2013.

- | | | |
|---|---------|---------|
| 2. <u>F&F AND A.JACOBS & SONS, INC.</u> | \$ 0.00 | Renewal |
| Solicitation No. B50001968 - Honor Guard Uniforms - Fire
Department - Req. No. P517172 | | |

On June 8, 2011, the Board approved the initial award in the amount of \$25,000.00. The award contained two 1-year renewal options. On May 2, 2012, the Board approved the first renewal in the amount of \$5,000.00. This final renewal is for the period May 25, 2013 through May 24, 2014.

- | | | |
|---|---------|---------|
| 3. <u>SAFEWARE, INC.</u> | \$ 0.00 | Renewal |
| Solicitation No. B50001499 - Respirators, Replacement Parts and Fit Test Services - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P514560 | | |

On June 30, 2010, the Board approved the initial award in the amount of \$163,791.23. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal is for the period July 7, 2013 through July 6, 2014, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

05/15/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | | |
|----|--|--------------|----------|
| 6. | SHAFER, TROXELL &
HOWE, INC. | \$ 50,000.00 | Increase |
| | Solicitation No. 08000 - Yeoman's Pump Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P515310 | | |

On November 3, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. On September 28, 2011, the Board approved the first renewal in the amount of \$100,000.00. On September 26, 2012, the Board approved the final renewal in the amount of \$55,000.00. Additional funds are required due to increased usage of Yeoman's Pump Parts. This increase in the amount of \$50,000.00 will make the total award amount \$225,000.00. The contract expires on November 07, 2013.

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

- | | | | |
|----|---|---------------------|----------|
| 7. | HORTON MECHANICAL
CONTRACTORS | \$300,000.00 | |
| | CALMI ELECTRIC COMPANY | 300,000.00 | |
| | | \$600,000.00 | Increase |
| | Solicitation No. B50001474 - Miscellaneous Electrical Work - Department of General Services - Req. Nos. Various | | |

On August 18, 2010, the Board approved the initial award in the amount of \$900,000.00. The award contained two 1-year renewal options. On January 11, 2012, the City Purchasing Agent approved an increase in the amount of \$50,000.00. On

AGENDA

BOARD OF ESTIMATES

05/15/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

April 4, 2012, the Board approved an increase in the amount of \$400,000.00. This increase in the amount of \$600,000.00 is necessary due to increased usage, and makes the total contract amount \$1,950,000.00. The contract expires on August 11, 2013 with two 1-year renewal options remaining.

MWBOO SET GOALS OF 23% MBE AND 10% WBE.

MWBOO FOUND VENDORS IN COMPLIANCE.

8. HIGHLANDER CONTRACTING

COMPANY, LLC	\$300,000.00	Renewal
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Solicitation No. B50002414 - Fiber Optic Cable Installation, Maintenance and Repair Services - Mayor's Office of Information Technology - P.O. No. P520882

On July 11, 2012, the Board approved the initial award in the amount of \$190,950.00. The award contained two 1-year renewal options. On March 25, 2013, the City Purchasing Agent approved an increase in the amount of \$49,999.00. This renewal in the amount of \$300,000.00 is for the period July 15, 2013 through July 14, 2014, with one 1-year renewal option remaining.

MWBOO SET GOALS OF 17% MBE AND 8% WBE.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

On March 26, 2013, MWBOO found vendor in non-compliance as a result of not meeting goals and not showing a good faith effort to achieve goals. A letter informing the vendor that it is in breach of a material term of the contract has been sent. Because Highlander is the only vendor fully conversant with the City's Fiber Optic System and it is necessary at this time to utilize the services, the vendor will be required to come into compliance during the 120 day probation period.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of General Services - Developer's Agreement No. 1281

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1281 with The New Psalmist Baptist Church of Baltimore City, Inc.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00

BACKGROUND/EXPLANATION:

The New Psalmist Baptist Church of Baltimore City, Inc. would like to install new concrete at 6020 Marian Drive. This agreement will allow the organization to do its own installation in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$20,000.00 has been issued to The New Psalmist Baptist Church of Baltimore City, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

City funds will not be utilized for this project; therefore, MBE/WBE participation is not applicable.

(The developer's agreement no. 1281 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of General Services - Perpetual Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a perpetual easement agreement with Southside Oil, LLC.

AMOUNT OF MONEY AND SOURCE:

\$480.00 - 9950-902454-9508-900020-704040

BACKGROUND/EXPLANATION:

The Department of Transportation is proposing to install signal equipment on a portion of the property owned by Southside Oil, LLC, located at 6810 Reisterstown Road. The perpetual easement agreement will allow the City's contractor to install and maintain signal equipment in conjunction with the Department of Transportation, Project No. TR-05309, Reisterstown Road Streetscape.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of General Services - Perpetual Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a perpetual easement agreement with Southside Oil, LLC.

AMOUNT OF MONEY AND SOURCE:

\$880.00 - 9950-902454-9508-900020-704040

BACKGROUND/EXPLANATION:

The Department of Transportation is proposing to install signal equipment on a portion of the property owned by Southside Oil, LLC, located at 5600 Reisterstown Road. The perpetual easement agreement will allow the City's contractor to install and maintain signal equipment in conjunction with the Department of Transportation, Project No. TR-05309, Reisterstown Road Streetscape.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of General Services - Minor Privilege Permit Application

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 2201 W. Baltimore Street	Melvin A. Brown	Two flat signs 7'7" x 3'4", 8' x 2'
Annual Charge:	\$70.40	
2. 2203 W. Baltimore Street	Melvin A. Brown	Two flat signs 2' x 2', 2' x 1'6"
Annual Charge:	\$35.20	
3. 904 Light Street	Peter T. Chresso	Retain flat sign 16' x 2'
Annual Charge:	\$44.80	

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

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of General Services - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. Mark Benson for mileage the months of March, April, May, June, July, and August of 2012.

AMOUNT OF MONEY AND SOURCE:

\$ 26.87	9916-913900-9197-910006-705050
66.21	9916-913900-9197-910010-705050
<u>57.33</u>	<u>9916-913900-9197-910024-705050</u>
\$150.41	

BACKGROUND/EXPLANATION:

On September 24, 2012, a previous expense statement was submitted for Departmental approval and eventual submission to the Bureau of Accounting. However, that submission was misplaced and as a result was late. Subsequently, another request is being submitted for approval. The Department apologizes for this late submission.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

05/15/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Emergency Management</u>			
1. Calvin Bowman*	Urban Area Security	FY 11	\$3,623.26
Nicole Errett**	Initiative Conference	UASI	
	Los Angeles, CA	Grant	
	June 3 - 7, 2013		
	(Reg. Fee \$475.00*		
	Reg. Fee \$450.00**)		

The agency has paid for the registration cost and airfare cost for each attendee on the City issued procurement card assigned to Mr. Richard Williams. The registration fee for Mr. Bowman is \$475.00 and airfare is \$469.80. The registration for Ms. Errett is \$450.00 and the airfare is \$444.70. The disbursement to Mr. Bowman will be \$891.88 and to Ms. Errett will be \$891.88.

2. Chi-Poe Hsia	Getting It Right	FY 11	\$2,041.40
Wayne Sherman	Conference	UASI	
	Atlanta, GA	Grant	
	June 3 - 5, 2013		
	(Reg. Fee \$395.00 ea.)		

The agency has paid for the registration cost and airfare for each attendee on the City issued procurement card assigned to Mr. Richard Williams. The registration for each attendee is \$395.00 and the airfare is \$177.80 each. The disbursement for each attendee will be \$447.90.

AGENDA

BOARD OF ESTIMATES

05/15/2013

TRAVEL REQUESTS

Health Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3. Cynthia Mobley, MD	Prep Course: An Intensive Review and Update on Pediatrics Portland, OR June 7 - 12, 2013 (Reg. Fee \$1,590.00)	Family Planning Special Needs Account	\$1,590.00

The employee will pay for transportation, hotel, and meals.

Department of Finance

4. Robert A. Cennane	Advanced Govern- ment Finance Institute Madison, WI July 21 - 26, 2013 (Reg. Fee \$1,940.00)	General Fund	\$3,338.60
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The Department has prepaid the airfare in the amount of \$613.60 and the registration in the amount of \$1,940.00 on a City credit card issued to Mr. Andrew Kleine. The total disbursement to Mr. Cennane will be in the amount of \$785.00.

AGENDA

BOARD OF ESTIMATES

05/15/2013

Department of Human Resources - Personnel Matters

The Board is requested to approve the following Personnel matters:

Department of Law

	<u>Hourly Rate</u>	<u>Amount</u>
1. M. JENNIFER LANDIS	\$35.50	\$46,150.00

Account: 1001-000000-8620-175200-601009

Ms. Landis will work as a Special Assistant Solicitor. Her duties will include, but are not limited to reviewing the City Council bills for form and legal sufficiency, as well as assisting in the drafting of City Council Bills and amendments. Ms. Landis will attend City Council hearings and committee hearings and testify at committee hearings, assist in reviewing State legislation referred by the Mayor's Office of Government Relations, and respond to requests for advice from the Mayor's Office, City agencies, and the City Council. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Information Technology

2. GUS VITERI	\$ 55.00	\$45,760.00
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Account: 1001-000000-1472-165800-601009

Mr. Viteri will work as an Enterprise Application Systems Administrator. His duties will include, but are not limited to analyzing and stabilizing the existing electronic plan review system, interacting with system users to determine limitations, interacting with stakeholders, vendors, and technical teams. He will verify business and technical requirements, and make recommendations to optimize the system with focus on cloud migration. He will deploy the completed system, manage, monitor, and administer the system. He will also develop user and administration manuals based on final implementation, and supervise the server project team of three contractors. These duties and salary are comparable to the

AGENDA

BOARD OF ESTIMATES

05/15/2013

PERSONNEL

Civil Service class of Enterprise Application Systems Administrator. The period of the agreement is effective upon Board approval for one year.

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

Fire Department

3. a. Abolish the following three vacant positions:

41296 - Fire Pump Operator
Grade 335 (\$34,776.00 - \$56,148.00)
Job Nos.: 2121-12946 and 2121-12961
(2 Positions)

41211 - Firefighter
Grade 334 (\$33,659.00 - \$54,567.00)
Job Nos.: 2121-13588
(1 Position)

b. Create the following two positions:

41243 - Battalion Fire Chief EMS EMT-P
Grade 383 (\$69,307.00 - \$85,725.00)
Job Nos.: To be determined by BBMR

Costs: \$6,912.00 - 1000-000000-3191-308700-601061

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED