

NOTICES

1. **Public Hearing for Proposed Water and Sewer Rate Increases**

Board of Estimates, Room 215

Wednesday, June 26, 2013

9:00 a.m.

Guidelines for Public Testimony

Persons wishing to offer oral testimony must sign-in and state their name, the community in which they reside and whether they are testifying on behalf of themselves or an organization for the record.

Written testimony may be given to designated staff at the hearing.

Representing Yourself

- Residents who want to testify on behalf of themselves will be limited to a single 2 minute presentation.

Representing an Organization

- If multiple people from an organization or affiliated group are present, one representative must be designated to speak on behalf of that organization or group. The representative will be limited to a single 2 minute presentation.
- Individuals may not sign-in to testify and then yield their time to another presenter.
- All individuals and organization representatives will be permitted to testify only once.
- If the an individual or organization representative has points they wish to raise that cannot be addressed in the allotted 2 minute time period, they may submit written testimony to the staff at the hearing.

All attendees are requested to be governed by the hearing guidelines so that the hearing is informative and orderly. Persons who are disruptive to the hearing may be asked to leave the hearing room.

2.

BOARD OF ESTIMATES' RECESS

JULY 10, 2013

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on July 10, 2013.

The Board of Estimates will not receive or open bids on July 10, 2013. The Board of Estimates will reconvene on July 17, 2013.

NOTICES

3. 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.

BOARD OF ESTIMATES' AGENDA - JUNE 26, 2013

Department of Public Works/ - Public Hearing on Proposed Water
Department of Finance and Sewer Rate Increases and
Miscellaneous Fee Schedules

ACTION REQUESTED OF B/E:

The Board is requested to approve the proposed water and sewer rate increases and proposed miscellaneous fee increases.

BACKGROUND/EXPLANATION:

Pursuant to Ordinance 941 which implements the City Charter Amendment, approved by the voters in 1978, the water and wastewater utilities must be maintained as self-sustaining operations. Under this Ordinance, it is the duty of the Director of Finance and the Director of Public Works to recommend to the Board of Estimates rates and charges to make each utility financially self-sustaining. It is recommended that water and sewer rates for consumers in Baltimore City be increased over a three year period at approximately 15% in FY14, 11% in FY15, and 11% in FY16. Eligible senior citizen consumers age 65 and older in Baltimore City who apply and whose annual household income does not exceed \$25,000.00 will receive a 30% discount on water and sewer rates. Also, a water rate increase for consumers in Howard, Anne Arundel and Carroll Counties of 15% in FY14, 11% in FY15, and 11% in FY16 is recommended. Increased cost of water and sewer service will be passed on to Baltimore County through the City-County Agreements. Baltimore County establishes its own rates with City concurrence.

AGENDA

BOARD OF ESTIMATES

06/26/2013

DPW/Finance - cont'd

Current rates and proposed rate schedules follow:

<u>Baltimore City Water</u>				
<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate 7/1/2013</u>	<u>Proposed Rate 7/1/2014</u>	<u>Proposed Rate 7/1/2015</u>
First 50 Units	\$ 3.197 per Unit	\$ 3.677 per Unit	\$ 4.082 per Unit	\$ 4.532 per Unit
Next 450 Units	1.967 per Unit	2.263 per Unit	2.512 per Unit	2.789 per Unit
Over 500 Units	1.351 per Unit	1.554 per Unit	1.725 per Unit	1.915 per Unit

<u>Baltimore City Sewer</u>				
	<u>Current Rate</u>	<u>Proposed Rate 7/1/2013</u>	<u>Proposed Rate 7/1/2014</u>	<u>Proposed Rate 7/1/2015</u>
All Units	\$ 4.299 per Unit	\$ 4.944 per Unit	\$ 5.488 per Unit	\$ 6.092 per Unit

<u>Howard County Water</u>				
<u>Wholesale Service</u>	<u>Current Rate</u>	<u>Proposed Rate 7/1/2013</u>	<u>Proposed Rate 7/1/2014</u>	<u>Proposed Rate 7/1/2015</u>
	\$ 1.378 per Unit	\$ 1.585 per Unit	\$ 1.76 per Unit	\$ 1.954 per Unit

<u>Anne Arundel County Water</u>				
<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate 7/1/2013</u>	<u>Proposed Rate 7/1/2014</u>	<u>Proposed Rate 7/1/2015</u>
First 50 Units	\$ 3.368 per Unit	\$ 3.874 per Unit	\$ 4.301 per Unit	\$ 4.775 per Unit
Next 450 Units	1.967 per Unit	2.263 per Unit	2.512 per Unit	2.789 per Unit
Over 500 Units	1.351 per Unit	1.554 per Unit	1.725 per Unit	1.915 per Unit

<u>Carroll County Water</u>				
<u>Raw Water</u>	<u>Current Rate</u>	<u>Proposed Rate 7/1/2013</u>	<u>Proposed Rate 7/1/2014</u>	<u>Proposed Rate 7/1/2015</u>
	\$ 0.487 per Unit	\$ 0.561 per Unit	\$ 0.623 per Unit	\$ 0.692 per Unit

If adopted, the proposed rates will be effective on the date of July 1, 2013, July 1, 2014, and July 1, 2015.

Any consumption up to and including June 30 of the respective year prior to the proposed increase will be billed at the rates outlined above. For the typical Baltimore City consumer (21 ccf per quarter) the current and proposed quarterly bill would be as follows:

AGENDA

BOARD OF ESTIMATES

06/26/2013

DPW/Finance - cont'd

	<u>Current Rate</u> <u>Quarterly Bill</u>	<u>Proposed Rate</u> <u>Quarterly Bill</u> 7/1/2013	<u>Proposed Rate</u> <u>Quarterly Bill</u> 7/1/2014	<u>Proposed Rate</u> <u>Quarterly Bill</u> 7/1/2015
Water	\$ 67.14	\$ 77.22	\$ 85.72	\$ 95.17
Sewer	<u>90.28</u>	<u>103.82</u>	<u>115.25</u>	<u>127.93</u>
Total	\$ 157.42	\$ 181.04	\$ 200.97	\$ 223.10

The last rate increase was effective June 28, 2012.

A new chart of minimum quarterly charges will be prepared.

It is also recommended that miscellaneous water fees be increased as follows:

	<u>Current Rate</u>	<u>Proposed</u> <u>Rate</u> 7/1/2013	<u>Proposed</u> <u>Rate</u> 7/1/2014	<u>Proposed</u> <u>Rate</u> 7/1/2015
Abandonment of Water Supply Service				
¾" Water Service	\$330	\$350	\$365	\$380
1" Water Service	\$330	\$350	\$365	\$380
1 ½" Water Service	\$565	\$595	\$625	\$655
2" Water Service	\$565	\$595	\$625	\$655
Reduce ¾" meter to 5/8" meter	\$150	\$160	\$165	\$175
Reduce 1" meter to ¾" meter	\$205	\$215	\$225	\$240
Reduce 1" meter to 5/8" meter	\$205	\$215	\$225	\$240
Reduce 2" meter to 1 ½" meter	\$985	\$1,035	\$1,085	\$1,140
Testing of City-owned meter (at Owner's request) 5/8", ¾", 1"	\$85	\$90	\$95	\$100
Private Fire Protection Fee	\$130/Yr.	\$140/Yr.	\$145/Yr.	\$150/Yr.
Turn-off/Turn-on Charges				
5/8" – 1" meters	\$80	\$85	\$90	\$95
1 ½" - Up	\$130	\$140	\$145	\$150
Official Vacancy Fee	\$245	\$260	\$270	\$285
Fire Flow Test	\$650	\$680	\$720	\$750
Fire Hydrant Permit	\$150	\$160	\$165	\$175

If adopted, the proposed rates will be effective on the date of July 1, 2013, July 1, 2014 and July 1, 2015.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Audits - Review of the Proposed Water and
Wastewater Rate Increase

The Department of Audits is in the process of reviewing the methodology and procedures used to calculate the proposed water and wastewater rate increases, and the documentation and schedules prepared by the Department of Public Works (DPW) to support its projections of revenues, expenditures, and cash balances. The Department of Audits was not provided enough time to verify that the proposed rate increases are needed to keep the Utility Funds self-sustaining and to provide adequate cash reserves for bond covenants and future capital projects.

On Tuesday, June 18, 2013, the Department of Audits met with the DPW - Bureau of Water and Waste Water and the Department of Audits anticipates it will receive the additional necessary information and that the Department of Audits' report will be submitted for the July 3, 2013 Board of Estimates' agenda.

Therefore, the Department of Audits respectfully requests that the Board of Estimates defer the approval of the rate increases for one week to allow additional time for the Department of Audits to complete its review.

AGENDA

BOARD OF ESTIMATES

06/26/2013

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:

Bay Associates Environmental, Inc.	\$ 1,500,000.00
Bensky Construction Co., LLC	\$ 4,482,000.00
Chesapeake Turf, LLC	\$ 2,988,000.00
Corman Construction, Inc.	\$348,093,000.00
Graciano Corporation	\$ 33,372,000.00
Moretrench American Corporation	\$496,215,000.00
Optimum Controls Corporation	\$ 8,000,000.00
Sunrise Safety Services, Inc.	\$ 1,500,000.00
Syrstone, Inc.	\$ 8,000,000.00
W.F. Wilson & Sons, Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

AECOM Technical Services, Inc.	Architect Engineer
MBP	Engineer
The Traffic Group, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

06/26/2013

Law Department - Settlement Agreement and Release

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

1. Marcus Sanders v. BPD \$48,000.00

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

Funds are available in account no. 1001-000000-2041-195500-603070.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

The Board of Trustees/
Fire and Police Employees'
Retirement System (F&P) - Subscription and
Partnership Agreements

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a subscription and partnership agreements with FLAG Energy & Resources Partners III, L.P. (the Fund).

AMOUNT OF MONEY AND SOURCE:

\$ 20,000,000.00 - approximately of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

F&P funds of approximately \$20,000,000.00 will be invested in FLAG Energy & Resources Partners III, L.P., a fund-of-funds focusing on private natural resources.

The F&P Board of Trustees conducted a search for a fund-of-funds focusing on private natural resources and, as a result of that search, selected FLAG Energy & Resources Partners III, L. P. and two other funds. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group.

MWBOO GRANTED A WAIVER.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant adjustment notice (GAN) from the Maryland Emergency Management Agency (MEMA). This GAN extends the period of the award through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-478911-2015-210700-600000

BACKGROUND/EXPLANATION:

This GAN from MEMA is funded through a grant from the Department of Homeland Security. This GAN is a no-cost time extension.

On February 23, 2011, the Board approved acceptance of a memorandum of understanding for the 2010 Urban Area Security Initiative. This initiative is intended to help strengthen the nation and Maryland against risks associated with potential terrorist attacks and focuses on developing integrated systems for prevention, protection, response, and recovery. This no-cost GAN extends the period of the award through June 30, 2013.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Office of the State's Attorney - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay the Baltimore Child Abuse Center. The expenditure of funds will cover expenses for the period of July 01, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-1151-117900-603026

BACKGROUND/EXPLANATION:

The expenditure of funds is for operational expenses and to support the salary of one Forensic Interviewer at the Baltimore Child Abuse Center.

The mission of Baltimore Child Abuse Center is to provide all reported victims of child sexual abuse in Baltimore, and their non-offending caretakers, with comprehensive interviews, medical treatment, referrals, and crisis counseling services. The purpose of these services is to prevent future sexual child abuse.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/26/2013

Dept. of Legislative Reference - Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an intergovernmental agreement with the Maryland State Archives (MSA). The period of the intergovernmental agreement is July 01, 2013 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$90,000.00 per year - 1001-000000-1070-109200-603016

BACKGROUND/EXPLANATION:

The City Archives currently occupies office and storage space at 601 East 27th Street. On August 19, 2009, the Board approved an agreement which granted the MSA permission to store certain City-related records in a small area not being used by City Archives, in return for which the MSA provided technological services. On June 30, 2010, the Board approved a second agreement which the MSA provides the City Archives with hands-on management, supervisory, and staffing services, in return for payment to the MSA of \$90,000.00 per year, which is the cost equivalent of the salary and benefits previously incurred for one, then newly vacant City Archives position.

The new intergovernmental agreement will consolidate the two previous agreements and extend their terms through June 30, 2018. Aside from the extended terms, all other provisions of the two previous agreements, including costs to the City and the respective obligations and rights of the parties, remain unchanged.

The Space Utilization Committee approved the part of the agreement that deals with the MSA's storage of records with the City Archives on May 07, 2013.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Mayor's Office of Human Services (MOHS) - Grant Agreements

The Board is requested to approve and authorize execution of the grant agreements. The agreements are for the period July 1, 2013 through June 30, 2014, unless otherwise indicated.

1. **AT JACOB'S WELL, INC.** **\$ 36,092.00**

Account: 5000-529114-3572-333707-603051

The organization will use funds to provide shelter and supportive services to homeless persons of Baltimore City. The organization will serve 47 clients.

2. **THE UNITED WAY OF CENTRAL MARYLAND, INC.** **\$500,000.00**

Account: 1001-000000-3573-267800-603051

The organization will use funds to administer and monitor temporary shelter and case management services under its shelter diversion program.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTIONS.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Mayor's Office of Human - Amendments No. 1 to Grant Agreements Services (MOHS)

The Board is requested to approve and authorize execution of the amendments no. 1 to grant agreements. The amendments are effective upon Board approval through June 30, 2013.

<u>Grantee</u>	<u>Amount</u>
1. ST. BERNARDINE'S ROMAN CATHOLIC CONGREGATION, INC./ST. BERNARDINE'S HEAD START PROGRAM	\$ 38,408.00

Account: 4000-486313-6051-517000-603051

The amount of the award is \$1,355,373.00. A two-month advance was approved by the Board on June 27, 2012 in the amount of \$224,257.00. The balance of the award in the amount of \$1,131,116.00 was approved August 15, 2012. This amendment increases the agreement by \$38,408.00; making the total agreement \$1,393,781.00.

The funds will be used at one program site to address health and safety issues to purchase a playground, classroom materials, and to paint the program site.

Of the total award the amount of \$1,741,102.00, \$1,631,421.00 is for items that are proprietary and non-segmentable. The provider requested and was granted a waiver of the balance of the MBE/WBE goals The goals were set on the non-exempt amount of \$109,681.00.

MBE: Time Printers, Inc. \$ 500.00 0.03%

WBE: 0

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

06/26/2013

MOHS - cont'd

<u>Grantee</u>	<u>Amount</u>
2. ST. VERONICA'S ROMAN CATHOLIC CONGREGATION, INC./ST. VERONICA'S HEAD START PROGRAM	\$ 82,229.00

Account: 4000-486313-6051-515900-603051

The amount of the award is \$2,060,437.00. A two-month advance was approved by the Board on June 27, 2012 in the amount of \$341,006.00. The balance of the award in the amount of \$1,719,431.00 was approved August 29, 2012. This amendment increases the agreement by \$82,229.00; making the total agreement \$2,142,666.00.

The funds will be used at two program sites to address health and safety issues to repair playgrounds.

Of the total award in the amount of \$2,142,666.00, \$1,900,371.00 is for items that are proprietary and non-segmentable. The provider requested and was granted a waiver of the balance of the MBE/WBE goals. The goals were set on the non-exempt amount of \$242,295.00.

MBE: Rufus Ingram, P.A.	\$15,600.00	0.73%
DSQ Solutions, LLC	<u>22,800.00</u>	<u>1.06%</u>
	\$38,400.00	1.79%

WBE: 0

MWBO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

06/26/2013

MOHS - cont'd

<u>Grantee</u>	<u>Amount</u>
3. UNITY METHODIST CHURCH/UMOJA HEAD START PROGRAM	\$ 28,544.00

Account: 4000-486313-6051-517000-603051

The amount of the award is \$1,309,029.00. A two-month advance was approved by the Board on June 27, 2012 in the amount of \$216,388.00. The balance of the award in the amount of \$1,092,641.00 was approved September 19, 2012. This amendment increases the agreement by \$28,544.00; making the total agreement \$1,337,573.00.

The funds will be used to address health and safety issues to purchase a security system at two program sites and classroom materials at one program site.

Of the total award in the amount of \$1,662,286.00, \$1,603,103.00 is for items that is proprietary and non-segmentable. The provider requested and was granted a waiver of the balance of the MBE/WBE goals. The goals were set on the non-exempt amount of \$59,183.00.

MBE: Charm City Caterers, Inc.	\$135,456.00	8.15%
Genesis Office Systems, Inc.		*See note below
DSQ Solutions, LLC	17,220.00	1.03%
	<u>\$152,676.00</u>	<u>9.18%</u>
WBE: Naiman & Associates, P.A.	\$13,200.00	0.79%

*Genesis Office Systems, Inc. is not certified as a MBE with Baltimore City.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The amendment no. 1 to grant agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of General Services - 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 the Castlebridge Group, LLC. (Castlebridge). The amendment extends the period of the agreement through September 15, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 13, 2012, the Board approved a one-year agreement with the Castlebridge Group, LLC to provide consulting services to complete financial analyses for aggregate power purchasing, compressed natural gas vehicles and fueling infrastructure, gas-fired cogeneration power plants, and to provide assistance on the generation and sales of Renewable Energy Certificates. The Department of General Services has been given an extension for the Energy Efficiency and Community Block Grant, and would like to continue their contract with Castlebridge, given the ability to continue the aforementioned analyses.

AUDITS NOTED THE TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of General Services - Electric Vehicle Charging
Station Grant Agreement
and a Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Electric Vehicle Charging Station Grant Agreement with Middle River Aircraft Systems, Bithenergy, Inc., and the Maryland Department of the Environment and a right-of-entry for placing two electric vehicle charging stations and thereby adjacent electric vehicle only parking spots on the Lexington Street side of the War Memorial Plaza, Block 1303-B, Lot 1.

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 - Value of non-monetary grant

BACKGROUND/EXPLANATION:

Pursuant to a Consent Order entered into between Middle River Aircraft Systems (MRAS) and the Maryland Department of the Environment (MDE), MRAS has agreed to perform a Supplemental Environmental Project that awards the City of Baltimore two electric vehicle charging stations. MRAS has retained Bithenergy, Inc., as its contractor to acquire the necessary equipment and perform the installation of the electric vehicle chargers in accordance with the Consent Order. The MDE and the MRAS believe that increasing access to and usage of cleaner, more efficient modes of transportation by Maryland consumers such as electric vehicles will improve the air quality in the Baltimore ozone nonattainment area as well as having ancillary benefits in terms of reducing greenhouse gas emissions. The War Memorial Plaza is an ideal location for the electric vehicle chargers due to its proximity to office buildings and City Hall, also giving high publicity for the green technology. The total value of the Grant is \$60,000.00.

(The electric vehicle charging station grant agreement and right-of-entry agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/26/2013

Dept. of General Services - Temporary Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a temporary right-of-entry agreement with CSX Transportation, Inc. The period of the agreement is effective upon Board approval and will terminate upon completion of the work or six months, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$2,812.00 - 1001-000000-5033-382300-603026

BACKGROUND/EXPLANATION:

The Department of Transportation is proposing to make a necessary repair to a guardrail located at the corner of Nicholson and Hull Streets within the CSX Transportation, Inc. right-of-way. This agreement will allow the Department of Transportation's maintenance crew to make the repairs.

APPROVED FOR FUNDS BY FINANCE

(The temporary right-of-entry agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of General Services - Minor Privilege Permit Application

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	4409 Groveland Ave.	Housing Authority of Baltimore City	Service connection four 6" ducts @ 15' each
	Annual charge: \$210.00		
2.	6232 Belair Road	Baltimore Assocs.	Service connection two 4" conduit @ 20' each
	Annual charge: \$140.00		
3.	31 E. Randall Street	Laura M. Gaba	Balcony 20' x 5'
	Annual charge: \$140.60		
4.	531 S. Potomac Street	John F. O'Donnell	Outdoor seating 16' x 4'
	Annual charge: \$337.50		
5.	17 Light Street	Baltimore Hotel Associates, I, LLC	Outdoor seating 20'x 6" x 5'6"
	Annual charge: \$832.54		
6.	2810 Oakley Avenue	Housing Authority of Baltimore City	Service connection, four 6" ducts @ 21' each
	Annual charge: \$294.00		

AGENDA

BOARD OF ESTIMATES

06/26/2013

Dept. of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7. 511 S. Central Ave.	511 South Central Avenue, LLC	One canopy 24' x 17'6"
Annual charge: \$887.04		
8. 815 E. Pratt Street	President Street Associates, LLC	Two double face signs 21' x 3'
Annual charge: \$220.50		
9. 511 S. Central Ave.	511 South Central Avenue, LLC	12 awnings; four @ 24' x 6", two @ 23' x 2'6", two @ 15' x 2'6", one @ 21' x 1'6", one @ 14' x 2'6", one @ 10' x 2'6", one @ 20' x 2'6"
Annual charge: \$1,265.62		

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of General Services (DGS) - 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 Bovaro Partners, LLC. This amendment no. 1 to agreement will extend the period of the agreement through September 15, 2013.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On April 10, 2013, the Board approved the original agreement with Bovaro Partners, LLC to complete financial analysis for renewable energy and real property projects. The firm also investigated the inventory, management, disposal, and related financial issues concerning the City's biomass, including wood waste, leaves, and manure. A business analysis report is deliverable. In order to finish these analyses, amendment no. 1 to the agreement will extend the period of the agreement through September 15, 2013.

All other terms and conditions of the original agreement remain unchanged.

MBE/WBE PARTICIPATION:

N/A

AUDITS NOTED THE TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|--|-------------|---------|
| 1. <u>ANNASHAE CORPORATION</u> | \$30,000.00 | Low Bid |
| Solicitation No. B50002933 - Provide X-Ray Technician Services
- Health Department - Req. No. R630738 | | |

Only one bid was received, but prices were deemed fair and reasonable. The period of the award is July 1, 2013 through June 30, 2014, with three 1-year renewal options.

- | | | |
|--|-------------|---------|
| 2. <u>ASHLAND AUCTION GROUP, LLC</u> | \$28,920.00 | Low Bid |
| Solicitation No. B50002743 - Land Resource Property Auctioneer
- Department of Housing and Community Development - Req. No. R618124 | | |

The period of the award is July 1, 2013 through June 30, 2015 with three 1-year renewal options remaining.

- | | | |
|--|-------------|---------|
| 3. <u>COST PLANS PLUS, LLC</u> | \$ 9,500.00 | Renewal |
| Solicitation No. 06000 - Cost Allocation Accounting Plans -
Finance Department - Req. No. P521739 | | |

On July 21, 2010, the Board approved the initial award the amount of \$28,500.00. On October 12, 2012, the City Purchasing Agent approved an increase in the amount of \$9,500.00. This renewal in the amount of \$9,500.00 is for the period July 21, 2013 through July 20, 2014.

- | | | |
|--|-------------|-------------|
| 4. <u>SYSTEMS INTEGRATION, INC.</u> | \$43,203.42 | Sole Source |
| Solicitation No. 08000 - Maintenance and Support for Software Licenses for IVR System - Department of Finance - Req. No. R635047 | | |

The support and licenses are for proprietary software that is customized for use by the Bureau of Revenue Collections and is only available from Systems Integration, Inc. (SII). SII is the authorized reseller for the IVR system and only certified personnel who are authorized to update, repair, and support the systems. Pricing is deemed fair and reasonable. The period of the award is July 1, 2013 through June 30, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

5. BALTIMORE HARBOR CENTER
 Limited Partnership d/b/a
 SHERATON INNER HARBOR HOTEL \$17,784.00 Renewal
 Solicitation No. 06000 - Parking Spaces - Mayor's Office of
 Human Services - Req. No. R636307

On June 1, 2012, the Board approved the initial award in the amount of \$21,828.00. The award contained three 1-year renewal options. This renewal in the amount of \$17,784.00 is for the period July 1, 2013 through June 30, 2014, with two 1-year renewal options remaining.

6. ACCUSOURCE, INC. \$ 20,000.00 Renewal
 Solicitation No., B50001855 - Background Investigation
 Services - Department of Human Resources - P.O. No. P516958

On May 4, 2011, the Board approved the initial award in the amount of \$30,666.00. The award contained three 1-year renewal options. On June 7, 2013, the City Purchasing Agent approved an increase in the amount of \$4,700.00. This renewal in the amount of \$20,000.00 is for the period July 1, 2013 through June 30, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

7. F & F AND A. JACOBS
 & SONS, INC. \$40,000.00 Renewal
 Solicitation No. B50002481 - Sheriff's Office - P.O. No.
 P520661

On July 25, 2012, the Board approved the initial award in the amount of \$26,714.25. The award contained two 1-year renewal options. On March 13, 2013, the Board approved an increase in the amount of \$15,000.00. This renewal in the amount of \$40,000.00 is for the period July 25, 2013 through June 24, 2014, with one 1-year renewal option remaining.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

8. RENAISSANCE UNEMPLOYMENT

INSURANCE CONSULTANTS,
INC.

\$ 41,760.00

Renewal

Solicitation No. B50001875 - Administer Unemployment Insurance Program - Department of Human Resources - P.O. No. P520467

On May 11, 2011, the Board approved the initial award in the amount of \$83,520.00. The award contained three 1-year renewal options. This renewal in the amount of \$41,760.00 is for the period July 1, 2013 through June 30, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

9. DUNBAR ARMORED, INC.

\$ 25,000.00

Renewal

Solicitation No. B50001015 - Armored Transport Services - Finance Department - P.O. No. P508517

On June 10, 2009, the Board approved the initial award in the amount of \$95,182.00. The award contained three 1-year renewal options. On August 2, 2010, the City Purchasing Agent approved an increase in the amount of \$40,000.00. Subsequent actions have been approved. This final renewal in the amount of \$25,000.00 is for the period July 1, 2013 through June 30, 2014.

MWBOO GRANTED A WAIVER.

10. MANUFACTURERS AND TRADERS

TRUST COMPANY, d/b/a M&T
BANK

\$450,000.00

Renewal

Solicitation No. B50000362 - Banking/Safekeeping Services, Payroll Services and Online Payment Transfer Services - Finance Department - P.O. No. P520632

On May 21, 2008, the Board approved the initial award in the amount of \$1,061,673.82. The award contained two 1-year

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

renewal options. Subsequent actions have been approved. This final renewal in the amount of \$450,000.00 is for the period July 1, 2013 through June 30, 2014.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 11. ACELERO, INC. | \$150,000.00 | Renewal |
| Solicitation No. 08000 - On-Line Access to SARGE Affiliate Network and SARGE Subscription - Mayor's Office of Human Services - Head Start - Req. No. R635858 | | |

On September 12, 2012, the Board approved the initial award in the amount of \$100,000.00. This renewal in the amount of \$150,000.00 is for the period July 1, 2013 through June 30, 2014.

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.

- | | | |
|--|--------------|---------|
| 12. BIOMEDICAL WASTE SERVICES, INC. | \$ 20,000.00 | Renewal |
| Solicitation No. 06000 - Bio-Medical & Bio-Hazardous Waste Removal - Police Department, Fire Department and Department of Public Works, Wastewater Facilities - Req. No. R553477 | | |

On July 28, 2010, the Board approved the initial award in the amount of \$10,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$20,000.00 is for the period July 27, 2013 through July 26, 2014, with two 1-year renewal options remaining.

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.

AGENDA

BOARD OF ESTIMATES

06/26/2013

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|-------------|----------|
| 13. THE GUN SHOP, INC. | \$57,980.00 | Increase |
| Solicitation No. State of Maryland Contract Number 001B3400026
- Ammunition - Federal - Police Department - Req. No. R616366 | | |

On November 7, 2012, the Board approved the initial award in the amount of \$57,980.00. This increase in the amount of \$57,980.00 is necessary to take advantage of current contract pricing. This increase in the amount of \$57,980.00 will make the award amount \$115,960.00, and is for the period November 7, 2012 through July 15, 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.

MBE/WBE NOT APPLICABLE. REFER TO ABOVE CERTIFICATION.

- | | | |
|--|---------|-----------|
| 14. XEROX STATE AND LOCAL SOLUTIONS, INC. d/b/a ACS | | |
| STATE AND LOCAL SOLUTIONS, INC. | \$ 0.00 | Extension |
| Solicitation No. BP07149 - EMS Billing Services - Fire Department - P.O. No. P509065 | | |

On December 12, 2007, the Board approved the initial award in the amount of \$4,815,000.00. Subsequent actions have been approved. An extension is requested to allow time for ACS to continue collections for bills issued prior to their billing cutoff date of December 1, 2012. The period of the extension is June 30, 2013 through August 31, 2013. A new competitively bid contract is in place, however ACS is still responsible for the collection of bills issued prior to that date.

MWBOO SET MBE GOALS OF 7% AND WBE GOALS OF 4%.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MWBOO determined that no additional compliance review would be necessary at this time, due to the two month term of extension period.

MWBOO FOUND VENDOR IN COMPLAINCE.

15. UNIVERSITY OF BALTIMORE
 SCHAEFER CENTER FOR PUBLIC
 POLICY

\$216,466.00	Renewal
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Solicitation No. BC2057085 - Election Judge Training Services
 - Board of Elections - P.O. No. P520466

On July 11, 2007, the Board approved the initial award in the amount of \$290,000.00. The award contained seven 1-year renewal options. Subsequent actions have been approved. This fifth renewal in the amount of \$216,466.00 is for the period July 1, 2013 through June 30, 2014, with two 1-year renewal options remaining.

MWBOO FOUND VENDOR IN COMPLIANCE.

16. CHESAPEAKE FIRE &
 RESCUE EQUIPMENT, INC.

\$ 30,000.00	Renewal
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Solicitation No. 08000 - Holmatro Tools, Maintenance and
 Repair - Baltimore City Fire Department - P.O. No. P517542

On June 29, 2011, the Board approved the initial award in the amount of \$30,000.00. The award contained five 1-year renewal options. On June 6, 2012, the Board approved the first renewal in the amount of \$30,000.00. This second renewal in the amount of \$30,000.00 is for the period July 1, 2013 through June 30, 2104, with three 1-year renewal options remaining.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

17. THE BALTIMORE CITY BOARD
 OF SCHOOL COMMISSIONERS
 OF THE BALTIMORE CITY PUBLIC
 SCHOOL SYSTEM Revenue Contract Agreement
 Solicitation No. 06000 - Printing and Graphics Services -
 Department of Finance, Bureau of Purchases - Req. No. N/A

The Board is requested to approve and authorize execution of an agreement with the Baltimore City Board of School Commissioners of the Baltimore City Public School System. The period of the agreement is July 1, 2013 through June 30, 2016, with two 1-year renewal options.

The Bureau of Purchases, Digital Document Division (Print Shop) will continue to provide a variety of printing and graphics services for the Baltimore City Public School System, located at 200 E. North Avenue.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Recreation and Parks - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with The Parks & People Foundation. The period of the agreement is January 1, 2013 to December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$18,000.00 - 5000-577713-4781-363900-607001

BACKGROUND/EXPLANATION:

The agreement will fund the Urban Resources Initiative (URI) program. The \$18,000.00 covers the Department's contribution for the twelve month period of the agreement. The URI program has been a collaboration between the Department, the Parks & People Foundation, and several universities since 1989. The Department's contribution covers approximately 28% of the program budget for management and supervision of URI projects, including identifying and developing research projects in natural resources management, recreation and youth development, and urban ecology research.

The agreement is late due to delays in negotiations in the administrative review process.

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

06/26/2013

Baltimore Development Corporation (BDC) - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Charm City Carousel Entertainment, LLC (Charm City) for the operation of a carousel on City-owned land located on the southwestern end of the Inner Harbor. The period of the agreement is for one five-year term; the first year is abbreviated effective upon Board approval through December 31, 2013. The period of the remaining four years each will be effective January 1st through December 31st with two five-year renewal options.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Year</u>	<u>Amount</u>
\$38,000.00	1	\$25,000.00 and \$13,000.00 - 2 semi-annual payments
\$50,000.00	2-5	\$8,333.34 each in six payments

BACKGROUND/EXPLANATION:

The BDC and the Department of Recreation and Parks jointly issued a Request for Proposal (RFP) for a new Inner Harbor attraction between the Maryland Science Center and Rash Field in 2012. Two vendors responded to the RFP. Charm City was the selected vendor to operate a first-class carousel operation on City-owned land located on the southwestern end of the Inner Harbor.

The attraction will be operational seven days a week from May through August and will have a limited schedule during the rest of the year, weather permitting.

Charm City has over 20-years experience operating carousels and other amusement rides throughout the world. It has operations in other cities such as Brooklyn, NY, Toronto and Montreal, Canada, Vallejo, CA, and Philadelphia, PA.

BDC - cont'd

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Parking Authority of - Parking Facility Operations
Baltimore City (PABC) and Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a parking facility operations and management agreement with ImPark/Danas Parking, LLC for the management of the Marina and West Street Garages. The period of the agreement is July 01, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

MARINA GARAGE

\$ 3,600.00	- 2076-000000-2321-612500-603026	Mgmt. Fees
278,521.00	- 2076-000000-2321-612500-603016	Operating Expenses
30,000.00	- 2076-000000-2321-612500-603038	Security Expenses
\$312,121.00		

WEST STREET GARAGE

\$ 3,600.00	- 2076-000000-2321-254000-603026	Mgmt. Fees
291,384.00	- 2076-000000-2321-254000-603016	Operating Expenses
64,404.00	- 2076-000000-2321-254000-603038	Security Expenses
\$359,388.00		

BACKGROUND/EXPLANATION:

The PABC issued a Request for Qualifications and Bids (RFQ&B) for this management agreement on April 13, 2013. Five responses were received in response to the RFQ&B. All five responses were determined to be qualified. Of those respondents, Republic Parking submitted the lowest management fee bid. However, the Minority and Women’s Business Opportunity Office (MWBOO) found that Republic Parking’s response was non-compliant. Impark/Danas submitted the next lowest fee bid and MWBOO found that Impark/Danas’ response was compliant. The recommendation of award of this contract to ImPark/Danas was unanimously approved by the Board of Directors of the Parking Authority.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PABC - cont'd

MBE/WBE PARTICIPATION:

ImPark/Danas has committed to comply with all terms and conditions of the Minority and Women's Business Program in accordance with Article 5, Subtitle 28 of the Baltimore City Code (Edition 2000) and has presented a plan to the MWBOO per the Office's specifications.

MWBOO SET MBE GOALS AT 27% AND WBE GOALS AT 10%.

MBE: Xecutive Security Investigation	\$94,404.00	41.8%
WBE: Manual Luis Construction	\$ 8,225.00	3.64%
Tote-It, Inc.	17,650.00	7.82%
Sign Solutions	3,000.00	1.32%
D & L Foreclosure Cleanup	1,392.00	0.62%
	<u>\$30,267.00</u>	<u>13.4%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Parking Authority of - Parking Facility Operations
Baltimore City (PABC) and Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a parking facility operations and management agreement with ImPark/Danas Parking, LLC for the management of the Arena, Marriott, Penn Station, and Redwood garages. The period of the agreement is August 01, 2013 through July 31, 2014.

AMOUNT OF MONEY AND SOURCE:

ARENA GARAGE

\$ 3,600.00	- 2075-000000-2321-407200-603026	Mgmt. Fees
397,299.00	- 2075-000000-2321-407200-603016	Operating Expenses
96,000.00	- 2075-000000-2321-407200-603038	Security Expenses
\$496,899.00		

MARRIOTT GARAGE

\$ 3,600.00	- 2075-000000-2321-407000-603026	Mgmt. Fees
367,050.00	- 2075-000000-2321-407000-603016	Operating Expenses
60,000.00	- 2075-000000-2321-407000-603038	Security Expenses
\$430,650.00		

PENN STATION

\$ 3,600.00	- 2075-000000-2321-407600-603026	Mgmt. Fees
450,425.00	- 2075-000000-2321-407600-603016	Operating Expenses
84,000.00	- 2075-000000-2321-407600-603038	Security Expenses
\$538,025.00		

REDWOOD GARAGE

\$ 3,600.00	- 2076-000000-2321-253900-603026	Mgmt. Fees
362,550.00	- 2076-000000-2321-253900-603016	Operating Expenses
60,000.00	- 2076-000000-2321-253900-603038	Security Expenses
\$426,150.00		

AGENDA

BOARD OF ESTIMATES

06/26/2013

PABC - cont'd

BACKGROUND/EXPLANATION:

The PABC issued a Request for Qualifications and Bids (RFQ&B) for this management agreement on April 10, 2013. Five responses were received in response to the RFQ&B. All five responses were determined to be qualified. Of those respondents, Republic Parking submitted the lowest management fee bid. However, the Minority and Women's Business Opportunity Office (MWBOO) found that Republic Parking's response was non-compliant. ImPark/Danas submitted the next lowest fee bid, and MWBOO found that ImPark/Danas' response was compliant. The recommendation of award of this contract to ImPark/Danas was unanimously approved by the Board of Directors of the Parking Authority.

MBE/WBE PARTICIPATION:

ImPark/Danas has committed to comply with all terms and conditions of the Minority and Women's Business Program in accordance with Article 5, Subtitle 28 of the Baltimore City Code (Edition 2000) and has presented a plan to the MWBOO per the Office's specifications.

MWBOO SET MBE GOALS AT 27% AND WBE GOALS AT 10%.

MBE: Xecutive Security Investigation	\$300,000.00	41.6%
WBE: AJ Stationers	\$ 7,500.00*	1.04%
Tote-It, Inc.	63,000.00	8.74%
Sign Solutions	10,800.00	1.49%
	<u>\$81,300.00</u>	<u>11.27%</u>

*Not more than 25% of each MBE/WBE goal may be attained by expenditures to suppliers who are not manufacturers. Therefore, the maximum value allowed (\$7,500) has been applied.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - Agreements, Revised
Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement and to approve and authorize acceptance of a revised notice of award.

AGREEMENTS

- | | |
|---|--------------------|
| 1. BRITTA MULLANEY, PhD | \$28,376.78 |
| Account: 6000-651112-3080-708800-406001 | \$22,878.00 |
| 4000-422813-3080-294286-603018 | \$ 5,498.78 |

Ms. Mullaney will provide evaluation of the Nurse Home Visiting Program. The goal of this project is to provide a nurse home visiting program implementation and monitoring framework for multiparous mothers that can be subjected to a rigorous evaluation. The Maternal and Infant Care Program at the Health Department has implemented nurse home visiting for multiparous mothers for over a decade, but has not used a standardized program and monitoring framework nor have these services been rigorously evaluated.

The consultant will analyze existing quantitative data and gather new qualitative data, examine birth outcomes as well as test the difference between multiparous versus primiparous women. The consultant will present the results to the core team prior to a focus group as well as design, gather qualitative data by conducting 12 focus group discussions designed to capture women's experiences from the time of pregnancy through the early childhood years. The consultant will develop and finalize a logic model based on the Department's program concept that fits into Baltimore's home visiting system with technical advisor, and other stakeholders. The period of the agreement is January 1, 2013 through June 30, 2013.

The item is late because the Department was waiting for approval of the amendments to the Annie E. Casey Foundation grant that modified the grant period to January 1, 2013 through June 30, 2013. The amendment was approved by the Board on June 5, 2013.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Dept. - cont'd

- 2. **CITIZENS PLANNING AND HOUSING ASSOCIATION, INC.** **\$27,000.00**

Account: 4000-480113-3001-268400-603051

The organization will provide training and technical assistance related to developing community capacity for conducting health impact assessments (HIAs). The period of the agreement is March 1, 2013 through August 31, 2013.

This agreement is late because of the delay in receiving a suitable scope of work from the contractor.

- 3. **ALMOST HOME II ASSISTED LIVING, INC.** **\$15,600.00**

Account: 5000-534014-3044-273303-603051

This organization is enrolled in the Senior Assisted Living Group Home Subsidy Program and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. These individuals require assistance in performing personal and household functions associated with complete independence as per the provisions of Article 70B, Section 4 of the Annotated Code of Maryland. Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2013 through June 30, 2014.

- 4. **UNIVERSITY OF MARYLAND PEDIATRIC ASSOCIATES, P.A.** **\$252,500.00**

Account: 4000-428213-3080-294392-600000

Initial Case Management (150 visits @ \$500.00 ea.)	\$ 75,000.00
Individualized Family Service Plan review - annual (100 visits @ \$275.00 ea.)	\$ 27,500.00
On-going Case Management (1,000 visits @ \$150.00 ea.)	\$150,000.00

The organization will provide health related early intervention/case management services for eligible patients

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Dept. - cont'd

and will be reimbursed according to DHMH policies for the Maryland Medical Assistance program. The period of the agreement is July 1, 2012 through June 30, 2013.

The agreement is late because it was sent to the provider on December 5, 2012. However, processing was delayed due to revisions requested by both parties, and finalized on May 30, 2013.

MWBOO GRANTED A WAIVER

5. **JOHNS HOPKINS BAYVIEW MEDICAL CENTER, INC.** **\$ 50,000.00**

Account: 4000-499013-3023-513200-603051

The organization will provide free outreach medical services through the syphilis elimination Program - CARE-A-VAN Program in Southeast Baltimore, including comprehensive medical care and health education targeting uninsured individuals. The Care-A-Van promotes health care and prevention of diseases, including syphilis, HIV, and other sexually transmitted infections. The period of the agreement is January 1, 2013 through December 31, 2013.

The agreement is late because the grant award was awarded at the end of January 2013, and the delay in receiving an acceptable scope of services.

MWBOO GRANTED A WAIVER

AUDITS REVIEWED AND HAD NO OBJECTION.

REVISED NOTICE OF AWARD

6. **U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES /HEALTH RESOURCES AND SERVICES ADMINISTRATION** **\$1,000,000.00**

Account: 4000-427713-3023-606100-404001

On March 13, 2013 the Board approved the original NoA for \$7,858,426.00 for the period March 1, 2013 through February

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Dept. - cont'd

28, 2014. The revised NoA provides additional funding for continuing HIV primary care and supportive services and is based on emergency need to avoid any interruption of services to HIV individuals. All other terms and conditions remain in full effect.

APPROVED FOR FUNDS BY FINANCE

(The agreements and revised notice of award and agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of client incentive gift cards for the Dating Matters Program and authorize an expenditure of funds to pay the vendors.

AMOUNT OF MONEY AND SOURCE:

\$ 2,500.00 - 100 Gamestop cards @ \$25.00 ea.
7,500.00 - 300 Downtown Locker Room Gift Cards @ \$25.00 ea.
7,500.00 - 300 Wal-Mart Stores, Inc. Gift Cards @ \$25.00 ea.
2,500.00 - 100 Murry's Inc. Gift Cards @ \$25.00 ea.
\$20,000.00 - 4000-428513-3160-520900-604051

BACKGROUND/EXPLANATION:

The client incentives/gift cards purchased from the various vendors will be distributed to participants in the Department's Office of Youth Violence Prevention/Dating Matters Program as an incentive for participation in program activities including health education sessions, data collection, and community events. The health education sessions will be delivered at Baltimore City Public Schools and Community based organizations. The session will use curricula developed by the Centers for Disease Control and Prevention and Hazelden. The sessions will be delivered to all students enrolled in participating middle schools and all caregivers of these students. The sessions are designed to improve youth relationships with peers, parents, and other adults leading to healthier and safer schools, home, and neighborhoods.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards; and, 4) periodic internal reviews, which are to be shared with the Department of Audits.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - cont'd

This policy has been reviewed by the City Solicitor's Office and the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above-incentive cards will be subject to the Department of Audits approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - Amendments to Agreements

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

1. AAA MANAGEMENT, LLC D/B/A RAVEN'S MEDICAL
ADULT DAY CARE CENTER
2. ACTIVE DAY, INC.*
3. ASSOCIATED CATHOLIC CHARITIES, INC.
(ST. ANN'S ADULT DAY CARE)
4. EASTER SEALS GREATER WASHINGTON BALTIMORE
REGION, INC.
5. EXTENDED FAMILY ADULT DAY CARE, INC.
6. HERITAGE ADULT DAY CARE, INC.
7. KESWICK MULTI-CARE CENTER, INC.
8. THE LEAGUE FOR PEOPLE WITH DISABILITIES, INC.
D/B/A THE LEAGUE ADULT DAY SERVICES FOR SENIORS
9. LEVINDALE HEBREW GERIATRIC CENTER AND HOSPITAL, INC.
(LEVINDALE ADULT DAY CARE BELVEDERE)
10. LEVINDALE HEBREW GERIATRIC CENTER AND HOSPITAL,
INC. (LEVINDALE ADULT DAY CARE PIKESVILLE)
11. A. PROVIDENCE ADULY DAY CARE, INC.
12. TODAY'S CARE & FAMILY, INC.

\$62,816.79 - 5000-535413-3044-273300-607001

On December 19, 2012, the Board approved the original agreements for the above listed medical adult day care centers for the

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - cont'd

period of July 1, 2012 through June 30, 2013 in the total collective amount of \$331,669.80. The Department is increasing this amount by \$62,816.79 for a total collective amount not to exceed \$394,486.59. The agreements were amended to reflect an increase in clients and the number of days clients attend these facilities.

The City will pay the Provider and all the Providers under the adult medical day care program a collective amount not to exceed \$394,486.59, based upon the set rate and the approved number of days. The approved number of recipients and days may fluctuate based upon recipient preference and City approval. Payments will only be made upon approved invoices for approved recipients. Regardless of the amount of funding available for the program, the Provider will not receive payment in excess of the number of participants allowed by the Providers' license and days approved by the City.

*The amendment to agreement with Active Day, Inc. also changes the address from 1730 Merritt Blvd, Baltimore, MD 21222 to 3321 E. Joppa Road, Baltimore MD 21227.

MBE/WBE PARTICIPATION:

N/A

13. **KESWICK MULTI-CARE CENTER, INC.** **\$12,236.37**

Account: 4000-433313-3254-316200-603051

On September 26, 2012, the Board approved the original agreement on the amount of \$18,316.00 for the period July 1, 2012 through June 30, 2013. This amendment to agreement in the amount of \$12,236.37 increases the total amount of the award to \$30,552.37 and reflects an increase in the number of clients at the facility.

14. **THE LEAGUE FOR PEOPLE WITH DISABILITIES, INC.** **\$ 555.85**

Account: 4000-433313-3254-316200-603051

On September 12, 2012, the Board approved the original

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - cont'd

agreement in the amount of \$18,316.00 for the period of July 1, 2012 through June 30, 2013. On March 27, 2013, the Board approved the first amendment to the agreement in the amount of \$2,781.00. This second amendment to the agreement in the amount of \$555.85 is because of an increase in the number of clients at the facility for a total award of \$21,652.85.

15. **AAA MANAGEMENT, LLC T/A RAVEN'S MEDICAL ADULT DAY CARE CENTER** **\$ 5,164.90**

Account: 4000-433313-3254-316200-603051

On September 12, 2012, the Board approved the original agreement in the amount of \$10,330.00 for the period of July 1, 2012 through June 30, 2013. On March 27, 2013, the Board approved the first amendment to the agreement in the amount of \$10,409.00. This second amendment to the agreement in the amount of \$5,164.90 is because of an increase in the number of clients at the facility for a total award of \$25,903.90.

16. **TODAY'S CARE & FAMILY, INC.** **\$ 2,542.49**

Account: 4000-433313-3254-316200-603051

On September 12, 2012, the Board approved the original agreement in the amount of \$18,316.00 for the period of July 1, 2012 through June 30, 2013. On March 27, 2013, the Board approved the first amendment to the agreement in the amount of \$3,496.00. This second amendment to the agreement in the amount of \$2,542.49 is because of an increase in the number of clients at the facility for a total award of \$24,354.49.

17. **SISTERS TOGETHER AND REACHING, INC.** **\$13,606.00**

Account: 4000-424513-3023-599615-603051

On January 30, 2013, the Board approved the original agreement with the organization in the amount of \$29,764.00

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BOARD OF ESTIMATES

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Health Department - cont'd

for the period July 1, 2012 through June 30, 2013 to provide Psychosocial Support - Supporting Positive Attitudes for the Ryan White Part B Program. The Department has received supplemental funding in the amount of \$13,606.00. This amendment to agreement will provide for additional services for a total award amount of \$43,370.00.

MBE/WBE PARTICIPATION:

N/A

18. **THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 2,640.00**

Account: 4000-424513-3023-599617-603051

On December 12, 2012, the Board approved the original agreement with the JHU in the amount of \$56,566.00 for the period July 1, 2012 through June 30, 2013 to provide additional Non-Medical Case Management services for the Ryan White Part B Program. The Department has received supplemental funding in the amount of \$2,640.00. This amendment to agreement will provide for additional services for a total award amount of \$59,206.00.00.

MWBOO GRANTED A WAIVER.

19. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. \$165,524.00**
(BSAS)

Account: 4000-497813-3070-287500-603051

On March 27, 2013, the Board approved the original agreement with BSAS in the amount of \$325,000.00 for the period September 30, 2012 through September 29, 2013 for the Baltimore City Adult District Court Drug Court Expansion and Expansion. On April 10, 2013, the Board approved the revised Notice of Award that approved carryover of an unobligated balance of \$165,524.00 from 02 year funds to 03 year funds. This amendment to agreement in

AGENDA

BOARD OF ESTIMATES

06/26/2013

Health Department - cont'd

the amount of \$165,524.00 will provide for additional services for a total award amount of \$490,524.00.

MWBOO GRANTED A WAIVER.

20. **CHASE BREXTON HEALTH SERVICES, INC. \$ 30,000.00**

Account: 4000-424513-3023-599627-603051

On January 16, 2013, the Board approved the original agreement with the organization in the amount of \$60,000.00 for the period July 1, 2012 through June 30, 2013 to provide additional services for HIV Oral Health Services for the Ryan White Part B Program. The Department has received supplemental funding in the amount of \$30,000.00. This amendment to agreement will provide for additional services for a total award amount of \$90,000.00.

The organization will provide an additional 20 dentures, including the lab fees associated with the making of the dentures, an additional 10 root canals, and an additional 10 crowns. All of these services will be for HIV positive patients receiving Oral Health services at Chase Brexton's Mt. Vernon site.

MWBOO GRANTED A WAIVER.

All other terms and conditions of the original agreements remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Jet Blast, Inc.

AMOUNT OF MONEY AND SOURCE:

\$9,262.50 - 2024-000000-5480-395700-603026

BACKGROUND/EXPLANATION:

The Department's Conduit Section contacted Jet Blast, Inc. to do an emergency cleaning job of manholes in November and December 2012 at various locations in the City. When the job was completed, the Purchase Order (PO) No. 505860 had expired on 12/6/2012. The Bureau of Purchasing was working to establish a new PO with a new vendor for cleaning manholes. Consequently, there was no mechanism in place for the Department to make payment for the goods that had been delivered.

The request is late because of an oversight by the Conduit Section for which the Department apologizes.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a cost share grant agreement with the Maryland Department of Transportation, Ridesharing/Commuter Assistance Program Administered by the Maryland Transit Administration. The period of the agreement is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$80,000.00 Account no. 5000-518313-2303-248800-600000 (State)

BACKGROUND/EXPLANATION:

The grant agreement provides continued operation of the Ridesharing/Commuter Assistance Program to promote the use of alternatives to single occupant vehicles including mass transit, carpool, and vanpools in Baltimore City.

The processing of the grant agreement was late due to delays in reconciling the terms and conditions between both entities.

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

06/26/2013

Department of Housing and - Agreements and Amendment to
Community Development Agreements

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

1. JUBILEE BALTIMORE, INC. \$ 39,330.00

Account: 2089-208913-5930-436480-603051

Under this agreement, the funds will be utilized to subsidize the organization's operating expenses. The organization will finalize the HUD Choice Neighborhoods strategic plan for Central West Baltimore area of the City and will develop an individual project plan for the historic rehabilitation of 10 E. North Avenue. The period of the agreement is January 1, 2013 through December 31, 2013.

On May 2, 2012, the Board approved the Resolution authorizing 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 Solutions Grant (ESG)
4. Housing Opportunities 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, this agreement was delayed due to final negotiations and processing.

AMENDMENTS TO AGREEMENTS

2. INNOVATIVE HOUSING INSTITUTE, INC. (IHI) \$ 35,500.00

Account: 2089-208913-5930-427543-603051

Due to an increase in the number of tenant vouchers issued by the Housing Authority of Baltimore City the IHI requested additional funds to meet the subsequent increased number of one-time subsistence assistance grants needed by

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

non-elderly persons with disabilities to assist them in successfully leasing appropriate housing with their voucher as mandated by the Bailey Consent Decree. The City will monitor all activities. The period of the agreement is July 1, 2012 through June 30, 2013.

MWBOO GRANTED A WAIVER.

3. NEIGHBORHOOD DESIGN CENTER, INC. \$ 0.00

Changes in staffing and project leadership have lead to improved and expanded services, particularly the rejuvenation of the community design program in Baltimore, has necessitated a revised budget to include additional staff. The period of the agreement is July 1, 2012 through June 30, 2013.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED ITEM NOS. 1 AND 2 AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

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. Aziz Housseini, developer, for the sale of City-owned property located at 1413 Madison Avenue.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1413 Madison Avenue to Mr. Housseini which will be paid to the City at the time of settlement.

The developer will purchase the vacant row house known as 1413 Madison Avenue from the City for rehabilitation as his primary residence. The property is located within the Madison Park Community. The purchase price and improvements to the site will be financed through a Wells Fargo Construction Loan.

The authority to sell this property is found in the Upton Urban Renewal Plan originally approved by Ordinance Number 794 on May 22, 1970 and any and all amendments thereto.

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

The property was priced at \$10,433.33 pursuant to the Waiver Valuation policy of Baltimore City. The property is being sold for \$10,000.00.

The property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

1. the renovation will be of specific benefit to the immediate community,

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

2. elimination of blight from the block and the neighborhood,
3. the sale and rehabilitation will return the vacant building to the tax rolls, and
4. the condition of the property will require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

MBE/WBE is not required for this project because the property is being sold below \$49,999.99.

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

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BOARD OF ESTIMATES

06/26/2013

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 Aric Shea Frederick, developer, for the sale of a City-owned vacant building located at 412 E. Lanvale Street in the Greenmount West Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$ 9,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will consist of the City-owned vacant building being totally rehabilitated and returned to residential use as an owner-occupied single-family dwelling. When completed, the property will be used as the buyer's primary residence.

The property was journalized and approved for sale on July 28, 2011.

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

The property was priced at \$16,000.00 pursuant to the Waiver Valuation policy of Baltimore City. The property is being sold for \$9,000.00.

The property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

1. specific benefit to the immediate community of revitalization through residential home-owner occupancy,
2. elimination of blight and neighborhood stabilization, and

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

3. economic development, returning the property to productive use and to the active tax rolls of the City.

The buyer proposes to spend approximately \$82,000.00, inclusive of acquisition and associated costs to complete the project.

MBE/WBE PARTICIPATION:

MBE/WBE is not required for this project because the property is being sold below \$49,999.99.

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

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BOARD OF ESTIMATES

06/26/2013

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with Jubilee Baltimore, Inc. (Jubilee). The period of the agreement is effective upon Board approval through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$115,000.00 - 9910-942002-9588-900000-704040

BACKGROUND/EXPLANATION:

Jubilee Baltimore, Inc. is a non-profit organization that works on planning and redevelopment activities in north and central Baltimore. In 2011, the organization applied for and was awarded a Choice Neighborhoods Planning Grant in the amount of \$213,000.00 from the Department of Housing and Urban Development (HUD).

Choice Neighborhoods Planning Grants transform distressed neighborhoods and public and assisted housing projects into viable and sustainable mixed-income neighborhoods by linking housing improvements with appropriate services, schools, public assets, transportation, and access to jobs.

To achieve these core goals, communities must develop and implement a comprehensive neighborhood revitalization strategy or transformation plan. The transformation plan becomes the guiding document for the revitalization of the public and/or assisted housing units while simultaneously directing the transformation of the surrounding neighborhood and positive outcomes for families.

The Notice of Funding Availability (NOFA) required the local jurisdiction to provide a contribution. The DHCD committed to provide Jubilee Baltimore, Inc. with \$115,000.00 in the event the grant was funded.

Jubilee's Choice Neighborhood Transformation Plan is focused on an area known as Central West Baltimore, which includes all or part of the neighborhoods of Bolton Hill, Druid Heights, Madison

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

Park, Reservoir Hill, and Upton. The planning effort is being undertaken by a group of consultants led by Goody Clancy. Areas of focus include Housing Market Study, Retail Analysis; Green Housing Strategy; transportation analysis; workforce development; education; and community outreach and engagement.

The total cost for the project is \$594,000.00. Funding sources include:

HUD	\$213,000.00
Baltimore City	115,000.00
Enterprise Community Partners	157,000.00
Foresight Affordable Housing	10,000.00
Midtown Development	52,000.00
Individual Contributions	47,000.00
	<u>\$594,000.00</u>

City funds will be used as follows:

Housing Market Study	\$ 15,000.00
Finance Strategies	10,000.00
Retail Analysis	10,000.00
Community Outreach	13,000.00
Green Housing Strategy	5,000.00
Transportation Analysis	10,000.00
Planning/Design/Architecture	52,000.00
	<u>\$115,000.00</u>

MBE/WBE PARTICIPATION:

Jubilee Baltimore, Inc. has signed a commitment to comply with Article 5, Subtitle 28 of the Baltimore City Code.

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

06/26/2013

Department of Housing and - Local Government Resolutions
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a local government resolution for the Benet House Apartments.

AMOUNT OF MONEY AND SOURCE:

\$ 6,170,000.00 - CDA/Tax Exempt Bonds
\$ 1,212,000.00 - CDA/Rental Housing Works
\$ 850,412.00 - CDA/EHRP Loan Assumption
\$ 80,889.00 - CDA/EmPower MD Funds
\$ 3,330,636.00 - LITHC Equity

BACKGROUND/EXPLANTION:

The Benet House Apartments is applying to the State of Maryland's Department of Housing and Community Development, Community Development Administration for Tax Exempt Bonds, Rental Housing Works, Elderly Housing Rental Program (EHRP) Loan Assumption, EmPower MD Funds, and the Low Income Housing Tax Credit Programs (LIHTC). A local government resolution of support is required by the State for all applications to these programs.

The Benet House Apartments is an existing 101-unit, Housing and Urban Development assisted rental community located at 400 Millington Avenue in the Mill Hill neighborhood of Baltimore City. The project will be rehabilitated to preserve 25 efficiency and 76 one-bedroom units that will be affordable to seniors and the disabled who are at or below 50% of the Area Median Income (AMI). The project will provide no fewer than the minimally required 16 non-elderly disabled units and six UFAS units.

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BOARD OF ESTIMATES

06/26/2013

Department of Housing and Community Development - Resolution of the Board of Estimates Authorizing the Filing of the Annual Action Plan for Four Federal Formula Programs for City Fiscal Year 2014

ACTION REQUESTED OF B/E:

The Board is requested to approve the resolution of the Board of Estimates authorizing the filing of the Annual Action Plan for the following four federal formula grant programs: 1) Community Development Block Grant (CDBG), 2) Emergency Solutions Grant (ESG), 3) Home Investment Partnerships (HOME) and 4) the Housing Opportunities for Persons with AIDS (HOPWA).

AMOUNT OF MONEY AND SOURCE:

\$19,697,719.00 - Community Development Block Grant Entitlement of \$18,807,719.00 and project program income of \$890,000.00

3,325,121.00 - HOME Entitlement of \$3,151,273.00 and projected program income of \$173,848.00

1,302,007.00 - Emergency Solutions Grant

7,312,098.00 - Housing Opportunities for Persons With AIDS

\$31,636,945.00 - CFY 2014 Federal Formula Grant Programs Funding

BACKGROUND/EXPLANATION:

The Annual Action Plan serves as the required annual application to the U.S. Department of Housing and Urban Development (HUD) for the four grant programs: CDBG, HOME, HOPWA, and ESG. The Plan was developed by the Department of Housing and Community Development (DHCD), which administers the CDBG and HOME programs, and the Mayor's Office of Human Services/Homeless Service Program, which administers the ESG and HOPWA programs.

The approved funding will be used to support a wide range of community development and housing activities including neighborhood planning initiatives, youth recreation and

DHCD - cont'd

education programs, creation of affordable housing units, service provision to the elderly, the homeless and persons with HIV/AIDS. The Annual Action Plan identifies specific activities that will be undertaken during the City fiscal year beginning July 2013.

The Resolution will authorize the Commissioner of DHCD, and the Director of the Mayor's Office of Human Services, acting on behalf of the Mayor and City Council of Baltimore (M&CC), to submit the Annual Action Plan for the CDBG, HOME, ESG, and HOPWA programs. The Resolution also designates the Commissioner and the Director, as authorized official representatives of the MCC, to act in connection with the Annual Action Plan and to provide any information as may be required by HUD. This will include assurances and certifications to ensure that the City will comply with various regulations, policies and other federal laws as prescribed in the Housing and Community Development Act of 1974, as amended.

MBE/WBE PARTICIPATION:

Minority and Women's Business Enterprise requirements will be included in applicable agreements with City agencies and non-profit organization.

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BOARD OF ESTIMATES

06/26/2013

Department of Finance - Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a renewal of the Fine Arts Insurance Policy for FY 2014. The period of the renewal begins on July 1, 2013.

AMOUNT OF MONEY AND SOURCE:

\$259,847.00 Account no. 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This renewal policy is unique and superior to the standard Fine Arts Insurance Policy. It provides Fine Arts replacement cost and transit coverage to the Baltimore Museum of Art, The Walters Art Museum and any location owned, occupied or controlled by the City. Coverage is with the incumbent broker, Aon Hunting T. Block Fine Arts Insurance.

The premium has been increased slightly by 3% this year. The fine art markets are increasing rates and premiums slightly in response to the large fine art losses occurring during Hurricane Sandy.

APPROVED FOR FUNDS BY FINANCE.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Public Works - Change Order to Increase
Purchase Orders for Sludge
Heat Drying Services

ACTION REQUESTED OF B/E:

The Board is requested to approve a change order to add funds to four existing master blanket purchase orders which provide sludge heat drying services to the Back River and Patapsco Wastewater Treatment Plants.

AMOUNT OF MONEY AND SOURCE:

	<u>Account and Description</u>	<u>Purchase Order #</u>
\$ 3,294,000.00	- 2070-000000-5501-630065-603053 Base Tipping Fee	P502277
7,840,800.00	- 2070-000000-5501-630064-603053 Service Tipping Fee	P502276
3,196,656.00	- 2070-000000-5501-396865-603053 Base Tipping Fee	P502273
<u>7,994,000.00</u>	- 2070-000000-5501-396864-603053 Service Tipping Fee	P502275
\$22,325,456.00		

BACKGROUND/EXPLANATION:

This increase is needed to cover the FY2014 cost of this service which is provided by Synagro Technologies and approved by the Board on June 5, 1996. The Department of Public Works is requesting a change order to add funds to master blanket purchase orders P502277, P502276, P502273, and P502275, which authorizes sludge heat drying services to the Back River and Patapsco Wastewater Treatment Plants for FY2014. The agreements between the City and Synagro Technologies, which sets the fees and contract specifications, was approved by the Board on June 12, 1996. The master blanket end dates for the purchase orders are June 12, 2013; however, the purchase orders must be funded each fiscal year.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Public Works - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay for the renewal of the City's membership in the Maryland Association of Municipal Wastewater Agencies, Inc. (MAMWA). The Board is further requested to authorize payment by Expenditure Authorization.

AMOUNT OF MONEY AND SOURCE:

\$17,518.00 FY 2014 Dues
20,926.32 Technical Research Support
\$38,444.32 - 2070-000000-5501-397101-603022

BACKGROUND/EXPLANATION:

The MAMWA is an association of city and county utilities in Maryland that operate wastewater collection systems and treatment plants. The MAMWA exists to share information regarding regulatory efforts and funding opportunities that would benefit the operation of these facilities. The organization is a strong advocate on the local level for appropriate and common sense regulations governing point source discharges.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Circuit Court for Baltimore City - Agreements

The Board is requested to approve and authorize execution of the agreements with the below listed organization. The period of the agreements is July 01, 2013 through June 30, 2014, with a renewal option for two additional terms of one year.

1. **BALTIMORE MENTAL HEALTH SYSTEMS, INC. (BMHS) \$494,425.00**

Account: 4000-400514-1100-117300-404001

The agreement with the BMHS will provide funds for the Forensic Alternative Services Team (FAST) program. FAST provides mental health evaluations of seriously mentally ill citizens in Baltimore who have been arrested for minor crimes and are either placed in the Baltimore City Detention Center or the Central Booking Facility. When indicated, the Program arranges with the Court to have the defendant transferred to either a mental health facility as an in-patient or directed to an appropriate outpatient facility. Follow-up over a six-month period by the Program is mandatory. The program will continue to divert this population from incarceration and the criminal justice system to the appropriate mental health treatment resource. By providing such a service, the population of mentally ill that are incarcerated has decreased. In addition, approximately 72% of the individuals who are evaluated and referred by the program do not return to the criminal justice system within a two-year period. This Program directly contributes to a reduction in trial dockets along with the more humane placement and treatment of the mentally ill.

2. **BALTIMORE MENTAL HEALTH SYSTEMS, INC. (BMHS) \$ 34,189.00**

Account: 6000-601114-1100-333600-406001

The agreement with the BMHS will provide funds for the Case Management Docket Project. This project establishes a specialty mental health docket in the Circuit Court for Baltimore City by providing funding for a permanent, full-

AGENDA

BOARD OF ESTIMATES

06/26/2013

Circuit Court for Baltimore City - cont'd

time social worker. In this new program, certain felony defendants with serious mental illness will receive court-ordered community based treatment and support services as a condition of probation, instead of a jail sentence. Through this agreement, the Circuit Court Medical Services Division will hire a licensed Clinical Social Worker to assess defendants for eligibility for this new program. The new social work position will link defendants to community mental health and other programs. The Clinical Social Worker will also track the defendant's compliance with treatment, working closely with the presiding judge, attorneys, parole and probation, and others.

3. BALTIMORE MENTAL HEALTH SYSTEMS, INC. (BMHS) \$200,000.00

Account: 5000-500714-1100-117400-405001

The agreement with the BMHS will provide funds for the Competency and Responsibility Evaluation program. The program provides all court ordered competency and responsibility evaluations that occur as a result of actions before the Circuit and District Courts in Baltimore City. These evaluations are conducted by the Medical Services Division of the Circuit Court. A principal function of this program is to divert those who would normally be hospitalized in either Clifton T. Perkins Hospital Center or the various regional facilities within the state. In approximately 80% of all referrals, defendants who would be hospitalized from 30-60 days are diverted into either community resources or resources within the local detention centers. The pre-sentence evaluation portion of the contract provides for evaluations after verdicts that provide proper use of outpatient facilities.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Circuit Court for Baltimore City - cont'd

The Baltimore Mental Health Systems, Inc. is a private non-profit organization that provides these funds through a block grant from the Maryland State Department of Health and Mental Hygiene. These agreements are funded 100% by the Mental Health Systems, Inc. No City match is required.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFERS OF FUNDS

* * * * *

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

66 - 68

In accordance with Charter provisions
reports have been requested from the
Planning Commission, the Director
of Finance having reported
favorably thereon.

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BOARD OF ESTIMATES

06/26/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development (DHCD)</u>		
1. \$250,000.00 24 th CDBG	9991-945002-9587 Unallocated Res.	9999-906454-9593 Dawson House
<p>This transfer will provide funds to the Dawson Safe Haven Program for renovations to the property located at 1400 East Federal Street. Upon completion the property will be Americans with Disabilities Act compliant and will expand services to low-income youth.</p>		
2. \$ 50,000.00 UDAG Repayment Funds	9912-903115-9591 Belvedere Square	9912-905083-9591 Emergency Housing
<p>This transfer will provide funding for emergency housing costs associated with citizens displaced by fire, flooding or other hardships.</p>		
3. \$362,300.00 30 th CDB	9910-902985-9587 Housing Dev. Bonds, Reserve	9910-993001-9588 Project Staff Costs 30 th CDB
137,700.00 29 th CDB	9910-902985-9587 Housing Dev. Bonds, Reserve	9910-993001-9588 Project Staff Costs 29 th CDB
<u>\$500,000.00</u>		

This transfer will provide appropriations to support planning and development costs related to the implementation of capital projects.

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06/26/2013

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development (DHCD)</u>		
4. \$ 8,640.12 23 rd CDB Reserve	9910-995001-9587 Unallocated Res. HCD	9910-910333-9588 Baltimore Mural Program 23 rd CDB

This transfer will move appropriations to provide additional funds between the City, acting DHCD and the Baltimore Office of Promotion & the Arts for the Mural Conservation Program, for the cost of a mural that will not be supported with Community Development Block Grant funds.

5. \$300,000.00 24 th CDBG	9991-945002-9587 Unallocated Res.	9999-910120-9593 Weatherization
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This transfer will provide funding to the Weatherization Program that will provide grants to low income homeowners to assist with emergency repairs such as roof repairs or replacements, furnace replacement, structural repairs, plumbing and electrical to correct code, health and safety issues.

Department of General Services

6. \$60,000.00 Capital Constr. Maint. Reserve	9916-904845-9194 5 th Public Bldg. Loan - Reserve	9916-906817-9197 5 th Public Bldg. & Loan - Active Abel Wolman Memorial Bldg. 1 st Floor HVAC Replace- ment & Interior Renovations - Active
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The HVAC unit on the 1st floor is out of date and in need of replacing. The employees currently working in this area have to endure extreme conditions. The project will alleviate those conditions and provide a better work environment. This project will be in two parts - design and construction. Once the designs are completed, a second transfer request will be submitted to cover the cost of construction.

AGENDA

BOARD OF ESTIMATES

06/26/2013

TRANSFER OF FUNDS

Department of General Services - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
7. \$120,000.00	9916-901830-9194	9916-906831-9197
68 th St. Dump	General Fund	General Fund
Site Enviro-	Reserve	Active
nmental Reserve		

This transfer will provide funds to DGS to support Task No. 002 assigned to KCI Technologies under Project 1133K, to provide engineering and environmental science services to the Energy Division of the Department and the Law Department. This will move the balance from the closed active account and the reserve account to a newly established account. The funds will be used for work to be performed by KCI Technologies for the Department as required by the United States Environmental Protection Agency, payment to the 68th St. Coalition to fund various professional services, and all associated in-house costs.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
70 - 73
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

06/26/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Water and Wastewater

1. SC 897R, Improvements to Sanitary Sewers in Greenmount, Hampden, and Bolton Hill Areas in the Jones Falls Sewershed	Insituform Technologies, LLC	\$17,620,438.20	
DBE: AB Construction		\$1,955,800.00	11.1%
A+A Construction & Utilities Sewer Water		1,374,800.00	7.8%
Daco Construction Co.		296,590.00	1.7%
R.E. Harrington Plumbing & Heating		68,100.00	0.4%
Apex Petroleum Corp.		167,028.00	0.9%
M. Luis		\$1,326,968.00	7.5%
TFE Resources		579,406.00	3.3%
Kennedy Personnel		174,250.00	1.0%

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$21,089,335.70	9956-906626-9549	
WW Rev. Bonds	Constr. Res.	
	Rehab Program	
	Jones Falls	
2,169,642.30	9956-906619-9549	
WW Rev. Bonds	Constr. Res.	
\$23,258,978.00	Sewer System	
	Evaluation	
	Prog Low	

AGENDA

BOARD OF ESTIMATES

06/26/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 1,762,043.50	-----	9956-907643-9551-2 Extra Work
1,762,043.50	-----	9956-907643-9551-3 Engineering
1,057,226.40	-----	9956-907643-9551-5 Inspection
17,620,438.20	-----	9956-907643-9551-6 Construction
<u>1,057,226.40</u>	-----	9956-907643-9551-9 Administrative
\$23,258,978.00		

The funds are required to cover the cost of the award of SC 897R, Improvements to Sanitary Sewers in Greenmount, Hampden, and Bolton Hill Areas in the Jones Falls Sewershed.

3. WC 1251, Repaving Utility Cuts at Various Locations

REJECTION: On May 15, 2013, the Board opened three bids for WC 1251. Bids ranged from a low of \$3,967,181.75 to a high of \$6,247,996.25. The first bidder M. Luis Construction was found non-compliant by MWBOO. The second bidder, Machado Construction was found to be over 50% percent over the engineer's estimate. After careful analysis, the Bureau of Water & Wastewater recommends that rejection of all bids is in the best interest of the City.

A PROTEST WAS RECEIVED FROM MACHADO CONSTRUCTION COMPANY, INC.

AGENDA

BOARD OF ESTIMATES

06/26/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

4. TR 10004, Repairs to Orfanos Contractors, \$4,986,355.65
Various Bridges & Inc.
Bridges Safety
Improvements Along
I-83: Gay St. to
41st Street

DBE: Pioneer Contracting, Co. Inc. \$600,080.00 12.03%

5. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$4,587,447.20	9950-944022-9507	
Federal	Construction Reserve	
	for Closeouts	
646,861.80	9950-903416-9507	
MVR	Construction Reserve	
	Point Rd. Bridge	
500,000.00	9950-903412-9507	
MVR	Construction Reserve	
<u>\$5,734,309.00</u>	Fredrick Ave. Over	
	Gwynns Fall	
\$4,986,355.65	-----	9950-903761-9506-6
		Structure & Improvements
498,635.57	-----	9950-903761-9506-5
		Inspections
249,317.78	-----	9950-903761-9506-2
<u>\$5,734,309.00</u>		Contingencies
		I-83 Joint Repairs

This transfer will cover the cost associated with TR 10004, Repairs to Various Bridges & Safety Improvements Along I-83: Gay Street to 41st Street recommended for award to Orfanos Contractors, Inc.

AGENDA

BOARD OF ESTIMATES

06/26/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

6. B50002548, Ten Wheel Dump Truck	Beltway Inter- national, Inc.	\$ 198,523.00
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(DPW, Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

7. B50002878, Fleet Fuel Credit Card Service	WEX Bank	\$1,500,000.00
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(Department of General Services)

MWBOO GRANTED A WAIVER.

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

75 - 99

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
1. CHANAGRA O. MASSEY	\$35.00	\$47,250.00

Account: 4000-497314-3041-688202-601009

Ms. Massey will continue to work as a Dental Hygienist. Her duties will include but are not limited to screening community members for oral cancer utilizing methods and eligibility processes approved by the Maryland Department of Health and Mental Hygiene dental program. Ms. Massey will provide additional clinical tests if cancer is suspected, refer clients who do not have signs of cancer to free/low-cost dental services and collect personal information on screened individuals. She will confer with the Director of the Dental Program on suspected cancer cases, assist in education of community dentists on the importance of oral cancer screening, attend health fairs where screening services will be provided, as well as attend monthly meetings with education and clinical staff and weekly meetings with case manager to discuss potential findings of cancers. The period of the agreement is July 1, 2013 through June 30, 2014.

2. CARL J. JOHNSON	\$20.00	\$23,000.00
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Account: 5000-530314-3041-605800-601009

Mr. Johnson, retiree, will continue to work as a Tobacco Control Enforcement Officer. He will be responsible for enforcing tobacco control laws for Baltimore City regarding tobacco retailers and product placement, illegal sales to youth under age 18, illegal sales of individual cigarettes, and issuing citations to violators of tobacco control laws. Mr. Johnson will work with the student transport vendor and public school students to conduct compliance checks. In addition, he will conduct routine field inspections and conduct face-to-face group education for residents, retailers, restaurant owners, police officers, youth and

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
<p>others regarding the City's tobacco control laws. Mr. Johnson will also maintain data records and evidence files on field inspections and citations, testify in adjudicative Environmental Control Board hearings, when violators appeal citations, and complete other tobacco enforcement activities. The period of the agreement is July 1, 2013 through June 30, 2014.</p>		
3. JAMIKA L. YOCHIM	\$45.00	\$81,900.00
Account: 6000-624010-3030-273200-601009		
<p>Ms. Yochim will continue to work as a Clinical Dental Hygienist for the Dental Program. She will be responsible for providing services within the Eastern and Druid Dental clinics and at designated outreach facilities and events. Her duties will include, but will not be limited to providing diagnostic, preventive and periodontal dental care to clinic patients. She will also provide oral health education to clinic patients, outreach to participants, participant family members, and facilities staff. Ms. Yochim will also serve as a patient referral source for clinic services, and monitor outreach and off-site activities and outcomes. The period of the agreement is July 1, 2013 through June 30, 2014.</p>		
4. KENNETH HAMLIN	\$10.50	\$10,920.00
Account: 5000-535514-3020-273300-601009		
5. ELAINE RAY	\$10.50	\$16,380.00
Account: 5000-533114-3023-273300-601009		

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
<p>Mr. Hamlin and Ms. Ray will each serve as a Guardianship Program Assistant. They will continue to assist with scheduling medical and community appointments for clients, and escort and transport clients to medical and community activities. They will also assist with shopping for food and clothes for clients and relocation of clients' personal items/possessions to alternative living arrangements. The period of the agreement is July 1, 2013 through June 30, 2014.</p>		
6. MARGARET DIETRICH	\$25.00	\$ 5,000.00
Account: 1001-000000-2401-258300-601009		
<p>Ms. Dietrich will work as an Animal Hearing Panel Member. She will be responsible for providing the resolution of disputes arising from the enforcement of Title 10 of the Baltimore City Health Code. The period of agreement is July 1, 2013 through June 30, 2014.</p>		
7. FLORA CALDWELL-DAUGHTRY	\$16.00	\$19,200.00
Account: 4000-425513-3110-306700-601009		
<p>Ms. Caldwell-Daughtry, retiree, will work as an Accounting Assistant II for the Adult Evaluation and Review Services (AERS) Program. Her duties will include, but are not limited to providing administrative assistance to the Director of the AERS, designing and maintaining the AERS database and the billing information database, and tracking and recording incoming revenue. She will also be responsible for collecting and compiling data for statistical reports, assisting with the identification of funding sources to support program initiatives, and assisting with the development of grant applications. The period of the agreement is July 1, 2013 through June 30, 2014.</p>		

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
8. LORENA YANEZ	\$14.56	\$ 26,500.00
Account: 4000-498914-3080-603000-601009		\$15,900.00
4000-422814-3080-294286-601009		\$10,600.00

Ms. Yanez will continue to work as an Interpreter/Translator for the Maternal and Infant Nursing Care and the Baltimore Infants and Toddlers Programs. Her duties will include but not be limited to acting as a liaison between providers and clients, conducting phone calls to non-English speaking clients for the service provider staff, scheduling appointments, and translating program forms and documents. She will represent Maternal and Infant Nursing Care and the Baltimore Infants and Toddlers Programs at community meetings, health fairs, and events related to the City's Spanish speaking population. The period of the agreement is July 1, 2013 through June 30, 2014.

9. RUTH CANAN	\$25.00	\$ 1,750.00
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Account: 1001-000000-2401-258300-601009

Ms. Canan will continue to work as an Animal Hearing Panel Member for the Bureau of Animal Control. She will be responsible for providing notices of hearings as well as attending hearings as scheduled by the Chairperson of the Panel. In addition, she will conduct hearings in an orderly, but informal manner, insuring procedural due process in accordance with Panel Hearing Procedure Regulations. The period of the agreement is July 1, 2013 through June 30, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
10. STEPHANIE S. REGENOLD	\$37.13	\$43,108.00

Account: 5000-530014-3080-595800-601009

Ms. Regenold will continue to work as a Senior Infant Health Advisor for the Bureau of Maternal and Infant Care. She will be responsible for analyzing epidemiologic data related to birth outcomes for improved program decision-making, preparing relevant materials for and actively participating in Fetal and Infant Mortality Review. She will also attend meetings, conduct presentations, and other services for the program. She will collaborate with the Bureau Chief to implement the Strategy to Improve Birth Outcomes in Baltimore City. The period of the agreement is July 1, 2013 through June 30, 2014.

11. EMILY HEINLEIN	\$41.98	\$ 80,005.00
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Account: 1001-000000-3001-599000-601009

Ms. Heinlein will continue to work as an Assistant for Special Projects. Her duties will include, but are not limited to promoting health equity and reducing health disparities and health reform implementation. In addition, she will collaborate with the Health Department leader in developing, planning, organizing, implementing and coordinating a variety of activities relating to the Health Promotion Program, Behavioral Health, Disease Management Initiatives Health Reform Implementation, and other public health-related projects. The period of the agreement is July 1, 2013 through June 30, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Health Dept. - cont'd

AMENDMENT TO AGREEMENT

12. **EMILY HEINLEIN** \$41.98 \$ 3,526.32

Account: 1001-000000-3001-599000-601009

On August 8, 2012, the Board approved an agreement for the period August 13, 2012 through June 30, 2013. The Department is requesting an amendment to the original agreement to increase the number of hours by 84 for the period effective upon Board approval through June 30, 2013. All other terms and conditions of the original contract will remain the same.

13. Create the following one position:

81171 - Social Services Coordinator
Grade 084 (\$33,510.00 - \$39,994.00)
Job No. to be determined by BBMR

Costs: \$51,922.00 - 5000-534113-3044-273300-601001

14. Create the following one position:

81151 - Social Program Administrator I
Grade 088 (\$38,939.00 - \$47,176.00)
Job No. to be determined by BBMR

Costs: \$58,344.00 - 5000-534113-3044-273300-601001

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
15. RONALD CHRISTMAS	\$30.83	\$ 37,000.00

Account: 2030-000000-1890-189900-601009

Mr. Christmas, retiree, will serve as an Information Systems and Network Specialist. His duties will include but, are not limited to providing system administration, oversight for implementation and technical support of the Fleet License Plate Recognition System. Mr. Christmas will perform as the Project Manager and Technical Support Specialist for the modification of Fleet Management's EJ Ward Fuel System in order to import commercial credit card fuel transactions and provide technical support during implementation of the Auto Vehicle Locator/Fuel Conceiver Global positioning systems to be installed in all vehicles. He will provide the Conceiver implementation of the Archibus software system to support the Department's new Facilities Management System, and assist in the training and technical support for the Fiscal Section, Executive Staff, Design/Construction Division, as well as the Building Maintenance Division Staff who will be utilizing this system. Mr. Christmas will act as liaison for Information Technology and Network Administration, and attend meetings within the Department and other City agencies and private entities on behalf of the Director, etc. The agreement is effective upon Board approval for one year.

16. MARIE CHEN	\$26.44	\$ 50,026.00
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Account: 2051-000000-1981-194600-601009

Ms. Chen will serve as a Qualitative Analyst. Her duties will include but not be limited to conducting analysis of energy data to determine trends and area of high commodity use for investment to reduce cost. Ms. Chen will use GIS to map Energy Office project related data, conducting research

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of General Services

Hourly Rate

Amount

and develop analysis on new business opportunities or modify existing practices related to the product and use of waste. She will also support the Energy Office program managers with research, data gathering and the implementation of the energy programs. In addition, she will manage costs and schedule performance; audit energy and cost performance of the Energy Office projects as well as assist in preparing reports, briefings, articles, website updates, etc. The agreement is effective upon Board approval for one year.

17. **JACKSON GILMAN-FORLINI** \$23.68 **\$ 45,000.00**

Account: 9916-914933-9197-900000-703932

Mr. Gilman-Forlini will work as the War Memorial Manager. His duties will include but not be limited to coordinating rental of the War Memorial by scheduling, recording, and processing space rental requests. He will manage, maintain, and archive the collection of historic documents on repository at the War Memorial. In addition, he will process records requests from the general public; curate the public museum exhibits; maintain the security of the exhibits and revitalize and interpret it on a regular basis to ensure relevancy to the public. He will also develop and engage event programming for the veteran's community and educational institutions; serve as principal liaison to the building's authoritative governing body, the War Memorial Commission; serving as liaison to the Maryland Department of Veterans Affairs, etc. The agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
18. JASON MATHIAS	\$22.11	\$ 46,000.00

Account: 2051-000000-1981-194600-601009

Mr. Mathias will serve as a Environmental Policy Analyst. His duties will include but not be limited to assisting program managers in the development, analysis, and implementation of the financing of projects. Mr. Mathias will also assist in the planning and organizing of projects and resources; managing assignments with modest supervision to complete on time while meeting the performance criteria, and collaborating with Energy Office staff, other City departments, contractors, and funding sources. He will analyze projects and proposals for technical, operational and/or financial feasibility and performance; manage project data for monitoring and reporting purposes and write project financing and/or grant proposals and reports. The agreement is effective upon Board approval for one year.

19. ALENA TOROPOVA	\$20.05	\$ 41,711.00
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Account: 2051-000000-1981-194600-601009

Ms. Toropova will work as an Accountant II. Her duties will include but not be limited to developing, modifying and monitoring accounting systems, including EnergyCap for Energy Office programs. She will prepare detailed financial reports, work with program managers and City agency personnel on complex financial matters. In addition, she will provide utility and budget data and reports to City agencies, consultants, and contractors. She will correspond with vendors and City agency personnel on data problems, issues and credits; review data to improve technical and economic performance of existing business and prepare detailed financial reports for submission to funding sources. The agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
20. a. <u>Create one position</u>		
Grant Services Specialist II		
Job Code: 10216		
Grade 919 (\$32,329.00 - \$51,282.00)		

b. Create four positions

 Grant Services Specialist III
 Job Code: 10217
 Grade 941 (\$49,400.00 - \$84,800.00)

Cost: \$341,433.00 - 2051-000000-1981-194600-601009
- Job number will be assigned by BBMR.

These positions are temporary with benefits, and approved by Civil Service Commission for a maximum of two years and will be abolished thereafter.

Circuit Court for Baltimore City

21. YOZMIN SHIPMAN	\$21.36	\$ 38,427.30
22. EBONI PEARSON	\$21.36	\$ 38,427.30

Account: 4000-487006-1100-114903-601002

Ms. Shipman and Ms. Pearson will serve as Community Service Investigators. Their duties will include completing volunteer interviews, maintaining a volunteer caseload, and monitoring volunteer progress and attendance. The period of the agreement is October 1, 2013 through September 30, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Circuit Court for Baltimore City

	<u>Hourly Rate</u>	<u>Amount</u>
23. DELIA N. CROMARTIE	\$16.59	\$ 31,625.30

Account: 4000-487006-1100-114903-601002

Ms. Cromartie will continue to serve as a Community Service Coordinator. Her duties will include, but will not be limited to developing written training materials and providing education, training, and technical assistance on the development of community service sites and the community service program. The period of the agreement is October 1, 2013 through September 30, 2014.

Department of Law

24. HERBERT BURGUNDER, JR.	\$42.18	\$50,616.00
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Accounts: 1001-000000-8610-175200-601009	\$25,308.00
6000-604013-1520-169800-601009	\$12,654.00
6000-604113-1540-171400-601009	\$12,654.00

Mr. Burgunder, retiree, will continue to work as a Special Chief Solicitor. His duties will include but will not be limited to reviewing Worker's Compensation claims filed against the City. He will monitor the processing and defense of such claims by third-party vendors and the Law Department. He will also defend the Employees' Retirement System and Fire and Police Employees' Retirement System in disability claims, and assist in training in-house counsel. The period of the agreement is August 1, 2013 through July 31, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of Law - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
25. MELODIE HAHN HENGERER	\$32.00	\$58,688.00

Account: 2036-000000-1752-175200-601009

Ms. Hengerer will continue to work as a Special Assistant Solicitor in the Department/Litigation Practice Group. She will be responsible for assisting the Litigation Group in defending City departments and agencies and representing the City. The period of the agreement is September 4, 2013 through September 3, 2014.

Comptroller's Office

26. FRED WRIGHT	\$19.08	\$34,987.00
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Account: 1001-000000-1300-157300-601009

Mr. Wright, retiree, will continue to work as a Special Assistant. He will be responsible for providing for the safety and well-being of the Comptroller and escorting the Comptroller to meetings and public events. Mr. Wright will supervise the maintenance of vehicles assigned to the Comptroller, deliver Citations and Resolutions to constituents, and assist with the processing of Board of Estimates' materials, and perform other duties, as assigned. The salary shows a 2% increase from the previous contract period. The period of the agreement is June 28, 2013 through July 27, 2014.

THE OFFICE OF THE COMPTROLLER IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED, AS OUTLINED IN THE CITY'S ADMINISTRATIVE MANUAL 212-1 PART I - RETIREES.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Comptroller's Office - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
27. SAMANTHA BROGDEN-DOWELL	\$21.40	\$20,365.00

Account: 1001-000000-1300-157300-601009

Ms. Brogden-Dowell will work as a Special Board of Estimates Technician I. Her duties will include but will not be limited to assisting in the preparation of the agenda, minutes, and maintenance of records and files for the Board of Estimates. The period of the agreement is July 1, 2013 through December 31, 2013.

Police Department

28. REBECCA HERRINGTON	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Herrington, retiree, will continue to work as a Contract Services Specialist I - Recruitment/Applicant Investigation Unit. She will be responsible for assisting in recruiting by contacting applicants for the hiring process. Ms. Herrington will conduct pre-employment investigations for civilian and sworn applicants; conduct local, state, and national records and warrant checks; investigate reference/neighborhood canvasses, interview applicants. She will interview applicants, gather documents, attend job fairs, and assist with applicant testing. The period of the agreement is June 27, 2013 through June 26, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Police Dept. - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
29. BARBARA D. MITCHELL	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Mitchell, retiree, will continue to work as a Contract Services Specialist I for the Grants Unit. She will be responsible for reviewing award documents for completeness and accuracy, obtaining any official documentation needed such as grant scopes, budgets, and signatures and approvals. Ms. Mitchell will prepare all correspondence and documentation required by the Board of Estimates, prepare various types of documentation including contractual agreements, interagency agreements, memoranda of understanding, and grant adjustments. The period of the agreement is June 27, 2013 through June 26, 2014.

30. KENNETH C. EYSTER	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Eyster, retiree, will continue to work as a Contract Service Specialist I for the Neighborhood Patrol - Court Liaison Program. He will be responsible for meeting with Assistant State's Attorneys daily for preparation/execution of juvenile caseloads and providing contact information for officers. Mr. Eyster will also provide acquisition of case files, taped statements, photo arrays, chemical analyses, and police reports for files. The period of the agreement is July 14, 2013 through July 13, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Police Dept. - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
31. DONALD F. KRAMER	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Kramer, retiree, will continue to work as a Contract Service Specialist for the Education and Training Section - Armory. He will be responsible for serving as a Glock armorer, servicing all ranges of guns, and diagnosing problems. Mr. Kramer will serve as a Remington armorer, servicing shotguns, street and less lethal weapons, detailing strips, and cleaning and repairing weapons. The period of the agreement is July 14, 2013 through July 13, 2014.

32. EDNA M. PRICE	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Price, retiree, will continue to work as a Contract Service Specialist for the Evidence Control Unit. She will be responsible for tracking and transferring CDS on a daily basis for transfer to the drug lab, organizing the various Evidence Control Unit drug vaults, and organizing types/amounts of CDS prepared for drug burn for disposal. The period of the agreement is July 14, 2013 through July 13, 2014.

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department - cont'd</u>		
33. SHONDA D. WILLIAMS	\$14.42	\$30,000.00
Account: 1001-000000-2042-198100-601009		
<p>Ms. Williams, retiree, will continue to work as a Contract Service Specialist for the Records Management Section. She will be responsible for approving Part One offense reports in the Inpursuit database system and verifying Part One offense reports to endure it coincides with Inpursuit. Ms. Williams will also input and change data in the Inpursuit database system and place approval after information is verified. The period of the agreement is July 14, 2013 through July 13, 2014.</p>		
34. FRED D. WRIGHT	\$14.42	\$30,000.00
Account: 1001-000000-2042-198100-601009		
<p>Mr. Wright, retiree, will continue to work as a Contract Service Specialist I (CODIS Administrative Assistant) for the Crime Lab Section. He will be responsible for processing Investigative Notices from the MSP Lab/Convicted Offender Labs participating in the National DNA Index System and DNA Case Tracking data entry/Liaison for the Criminal Investigative Division. The period of the agreement is July 14, 2013 through July 13, 2014.</p>		
35. LAWRENCE A. BANKS, SR.	\$14.42	\$30,000.00
Account: 1001-000000-2042-198100-601009		
<p>Mr. Banks, retiree, will continue to work as a Contract Service Specialist for the Human Resources Section - Applicant Investigation. He will be responsible for conducting background investigations for civilian applicants, special enforcement officers, and sworn promotional candidates. In addition, Mr. Banks will conduct local, state, and national record/warrant checks, investigate applicants, gather vital documents, and summarize this information into a pre-employment file. The</p>		

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Hourly Rate

Amount

Police Department - cont'd

period of the agreement is July 21, 2013 through July 20, 2014.

36. NAWSATH BEGUM ASHARAFF	\$14.42	\$30,000.00
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Account: 5000-598514-2013-212900-601009

Mr. Asharaff will work as a Data Entry Operator for the Ex-Parte/Protective Order Entry and/Service Initiative. He will check information in the database, file and maintain personal information, check orders and information upon Court request, and perform telephone duties. The period of the agreement is July 1, 2013 through June 30, 2014.

Department of Public Works (DPW)

Rate of Pay

Amount

37. ALAN S. CARMEL	\$100.00 per conf. session not to exceed six hours	\$26,000.00
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38. BARRETT W. FREEDLANDER	\$100.00 per conf. session not to exceed six hours	\$26,000.00
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Account: 2071-000000-5471-400504-603021

Messrs. Carmel and Freedlander will each work as a Conference Chairman for the DPW. They will be responsible for conducting informal conferences to make preliminary determinations as to whether the costs shown on the utility bills are justified and correct, pursuant to the standards established by the DPW and the Baltimore City Code. Messrs. Carmel and Freedlander will take testimony from the complainants and any witnesses presented by the complainant, review the DPW files and records on each complaint, and will also take testimony from DPW personnel. In addition, they will render written recommendations at the end of each conference.

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BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Fire Department

41. Reclassify the following filled position:

From: 41210 - Firefighter/Paramedic
Grade 312 (\$35,148.00 - \$56,094.00)

To: 41229 - Fire Operations Aide
Grade 336 (\$35,900.00 - \$57,883.00)
Job No. 2121-13850

Costs: \$4,477.00 - 1001-000000-2101-225900-601061

42. Create the following new class:

a. 41228 - Senior Fire Operations Aide
Grade 338 (\$51,289.00 - \$62,582.00)

Reclassify the following filled two positions:

b. From: 41229 - Fire Operations Aide
Grade 336 (\$35,900.00 - \$57,883.00)
Job Nos. 2121-33977 and 2121-19146

To: 41228 - Senior Fire Operations Aide
Grade 338 (\$51,289.00 - \$62,582.00)

Costs: \$14,096.00 - 1001-000000-2101-225900-601061

43. Reclassify the following vacant position:

From: 10212 - Fire Command Staff II
Grade 964 (\$90,200.00 - \$111,500.00)
Job No. 2121-12609

To: 41243 - Battalion Fire Chief EMS EMT-P
Grade 383 (\$69,307.00 - \$85,725.00)

This position is to be considered a Position of Trust in accordance with AM 237-1.

Costs: (\$38,663.00) - 1001-000000-3191-308700-601061

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of Finance

44. Reclassify the following filled position:

From: 34142 - Accountant II
Grade 110 (\$40,000.00 - \$56,800.00)
Job No. 1423-12466

To: 34152 - Accounting Systems Analyst II
Grade 116 (\$53,900.00 - \$76,000.00)

This position is to be considered a Position of Trust in accordance with AM 237-1.

Cost: \$12,909.00 - 1001-000000-1423-160800-601001

45. Reclassify the following vacant position:

From: 31122 - Administrative Policy Analyst
Grade 118 (\$58,800.00 - \$83,800.00)

To: 10183 - Senior Program Assessment Analyst
Grade 119 (\$61,900.00 - \$87,500.00)

This position is to be considered a Position of Trust in accordance with AM 237-1.

Cost: \$109,975.00 - 1001-000000-1411-699800-601001

Department of Transportation

46. Abolish the following two vacant positions:

a. 33112 - Data Entry Operator II
Grade 078 (\$27,598.00 - \$32,241.00)
Job No. 5011-21246

b. 53321 - Traffic Maintenance Worker I
Grade 075 (\$26,316.00 - \$29,913.00)

Create the following position:

c. 10063 - Special Assistant
Grade 089 (\$40,540.00 - \$49,222.00)
Job No. to be assigned by BBMR

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Reclassify the following vacant position:

d. From: 72113 - Engineer III
Grade 116 (\$53,900.00 - \$76,000.00)
Job No. 2391-35898

To: 72123 - Engineer III (PE)
Grade 117 (\$56,000.00 - \$79,400.00)

This position is to be considered a Position of Trust in accordance with AM 237-1.

Costs: \$ 4,550.00 - 1001-000000-2391-251900-601001
(\$ 8,927.10) - 1001-000000-5011-382300-601001
(\$ 8,927.10) - 1001-000000-6971-383700-601001

Enoch Free Pratt Library

47. Upgrade the following classification:

a. From: 00715 - Volunteer Service Coordinator
Grade 090 (\$42,267.00 - \$51,371.00)

To: 00715 - Volunteer Service Coordinator
Grade 111 (\$41,700.00 - \$52,200.00)

Reclassify the following vacant position:

b. From: 00717 - Librarian III
Grade 110 (\$40,000.00 - \$48,900.00)
Job No. 4501-47877

To: 00715 - Volunteer Service Coordinator
Grade 111 (\$41,700.00 - \$52,200.00)

This position is to be considered a Position of Trust in accordance with AM 237-1.

Costs: \$1,900.00 - 1001-000000-4501-338700-601001

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Mayor's Office of Human Services

48. Create 15 positions:

Job Code: 10216 - Grant Services Specialist II
Grade 919 (\$32,329.00 - \$51,282.00)
Job No. to be assigned by BBMR

This position is to be considered a Position of Trust in accordance with AM 237-1.

Costs: \$325,531.00
440,523.00
\$766,054.00 - 5000-594014-1191-719300-601001

49. Reclassify the following position:

From: 82121 - Associate Teacher Preschool
Grade 078 (\$27,958.00 - \$32,241.00)
Job No. 6040-15410

To: 84321 - Human Service Worker I
Grade 556 (\$38,820.00 - \$44,687.00)

This position is to be considered a Position of Trust in accordance with AM 237-1.

Cost: \$2,529.00 - 5000-586213-1191-594600-601001

50. Create the following position:

Job Code: 33102 - Database Specialist
Grade 114 (\$48,600.00 - \$68,600.00)

Cost: \$68,040.00 - 6000-685213-3573-267800-601001

Department of Human Resources

51. Create the following Non-Civil service position:

Job Code: 00142 - Executive Level I
Grade 948 (\$55,200.00 - \$99,200.00)

Cost: \$91,000.00 - 1001-000000-1602-172500-601001

AGENDA

BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Department of Recreation and Parks

52. Reclassify the following four positions:

- a. From: 34132 - Accounting Assistant II
Grade 078
Job No. 4711-33727

To: 33213 - Office Assistant III
Grade 078
- b. From: 33212 - Office Assistant II
Grade 075
Job No. 4711-34295

To: 33681 - Personnel Assistant I
Grade 081
- c. From: 33412 - Public Information Officer I
Grade 085
Job No. 4711-42280

To: 33413 - Public Information Officer II
Grade 089
- d. From: 33213 - Office Assistant III
Grade 078
Job No. 4711-33630

To: 73112 - Graphic Artist II
Grade 085

These positions are to be considered Positions of Trust in accordance with AM 237-1.

Costs: \$	0.00	-	1001-000000-4711-361700-601001
	1,444.00	-	1001-000000-4711-362000-601001
	9,102.00	-	1001-000000-4711-362100-601001
	<u>10,546.00</u>		

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BOARD OF ESTIMATES

06/26/2013

PERSONNEL

Mayor's Office of Information Technology

53. Create the following new classification

- a. Job Code: 33159 - Information Technology Specialist
Grade 112 (\$44,300.00 - \$62,600.00)

Reclassify the following three vacant positions:

- b. From: 33361 - Call Center Agent I
Grade 080 (\$29,343.00 - \$34,518.00)
Job Nos. 1512-46957, 1512-46936 and
1512-47495

To: 33159 - Information Technology Specialist
Grade 112 (\$44,300.00 - \$62,600.00)

These positions are to be considered Positions of Trust in accordance with AM 237-1.

Costs: (\$ 2,650.00 - 1001-000000-1474-167700-601001
(\$48,105.00) - 1001-000000-1471-167700-601001
(\$50,755.00)

Department of Housing and Community Development

54. Classify the following 17 positions, effective July 1, 2013

- a. Job Code: 42933 - Code Enforcement Investigator II
Grade 092 (\$45,992.00 - \$56,004.00)
Job No. 50030
1 Position
- b. Job Code: 10074 - Assistant Counsel
Grade 116 (\$53,900.00 - \$76,000.00)
Job Nos. 49891, 49892, 49893 and 49894
4 Positions
- c. Job Code: 33712 - Real Estate Agent II
Grade 112 (\$44,300.00 - \$62,600.00)
Job Nos. 49895, 49896, 49897, 49898,
49899 and 49900
6 Positions
- d. Job Code: 32933 - Legal Assistant II
Grade 087 (\$37,407.00 - \$45,218.00)
Job Nos. 49901, 49902 and 49903
3 Positions

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BOARD OF ESTIMATES

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PERSONNEL

e. Job Code 33232 - Secretary II
Grade 078 (\$27,958.00 - \$32,241.00)
Job Nos. 49904, 49905 and 49906
3 Positions

These positions are to be considered Positions of Trust in accordance with with AM 237-1.

Costs: \$1,073,703.91 - 1001-000000-5824-179500-601001
71,248.09 - 1001-000000-5832-653400-601001
\$1,144,952.00

Fire Department

55. **MARY G. LESSER** \$14.98 **\$17,092.18**

Account: 4000-471312-2023-212602-601009

Ms. Lesser, retiree, will continue to work as a Special Advisor. She will be responsible for scheduling and attending meetings, assembling materials, taking and transcribing minutes, and producing and managing documents. The period of the agreement is May 25, 2013 through May 24, 2014.

Department of Recreation and Parks

56. **DENNIS TUTTLE** **\$30.00** **\$11,880.00**
(not to exceed)

Account: 1001-000000-4711-361700-601009

Mr. Tuttle will work as a Web Developer. His duties will include, but are not limited to utilizing print, publishing, web design and electronic media to assist the Department in featuring people, places, events and storylines that define its mission. In addition, Mr. Tuttle will shape and package the information and produce it for delivery through the Department's e-mail newsletter and website, as well as social media such as Facebook and Twitter. Mr. Tuttle will work with the City's webmaster to transition the Department's webpage to a new platform and provide current and updated maps, content, and references. The period of the agreement is July 1, 2013 through September 30, 2013.

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BOARD OF ESTIMATES

06/26/2013

Bureau of Water and Wastewater - Amendments No. 1 to Agreements

The Board is requested to approve and authorize execution of amendments no. 1 to agreements for the following consultants:

	<u>CONSULTANT</u>	<u>PROJECT</u>	<u>AMOUNT</u>
1.	WHITMAN, REQUARDT & ASSOCIATES	SC 829, Rehab. of Primary Settling Tanks and Sludge Pumping Stations at Back River Wastewater Treatment Plant	\$ 0.00

On May 12, 2010, the Board approved the original agreement in the amount of \$744,803.83. The original agreement will expire on November 12, 2013. This amendment to agreement will extend the period of the agreement through November 12, 2014.

2.	EBA ENGINEERING, INC.	1129E, Urgent Need Wastewater Engineering Services	\$ 0.00
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On September 22, 2010, EBA Engineering, Inc. was awarded a contract to provide engineering services for Project 1129E, Urgent Need Wastewater Engineering Services for a period of three years. The total upset limit for this contract is \$1,000,000.00. In order to continue to provide these services, the Bureau is requesting a time extension. This amendment to agreement will extend the period of the agreement through September 22, 2014.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the MBE/WBE program in accordance with the Baltimore City Code, Article 5, Subtitle 28.

AUDITS NOTED THE TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Bureau of Water and Wastewater (BW&WW) - Amendment No. 1 to Supplemental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to the supplemental agreement with Whitman, Requardt & Associates, for Project S.C. 877, Enhanced Nutrient Removal (ENR) Process at the Back River Wastewater Treatment Plant.

AMOUNT OF MONEY AND SOURCE:

\$696,628.12 - 9956-904564-9551-900020-702064

BACKGROUND/EXPLANATION:

On January 26, 2011, the Board approved the supplemental agreement with the Consultant for S.C. 877 to provide engineering services to design modifications to the reactors and new deep bed denitification filters and related facilities. To accommodate the second ENR project, S.C. 882, which is in close proximity on the plant site, the design of which commenced when S.C. 877 was at 60 percent completion, revisions of the site, utility and electrical design adjustments were required. In addition, the work was required for the stormwater management design to comply with the new regulations.

This amendment will allow the Consultant to complete the final design and assist the City through the bid phase services. The Consultant will also prepare the final contract document, construction cost estimates, and provide assistance during the bidding phase. The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commissions.

AGENDA

BOARD OF ESTIMATES

06/26/2013

BW&WW - cont'd

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the MBE/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Bureau of Water and Wastewater - Claim Agreement and
Partial Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a claim agreement and partial release with Metra Industries, Inc. for S.C. 894, Cleaning of Outfall Sewershed 99-Inch and Outfall Interceptor.

AMOUNT OF MONEY AND SOURCE:

\$3,984,493.90 - 9956-906694-9551-900020-706063

BACKGROUND/EXPLANATION:

The payment required under this agreement is to be made in accordance with the terms of the agreement, the additional special provisions that govern the agreement and the terms of the City's specifications for the contract.

On June 8, 2011, the Board awarded S.C. 894 to Metra Industries, Inc. (Metra) for \$6,482,175.00. S.C. 894 consists of heavy cleaning of approximately 20,325 linear feet (LF) of large diameter sewer, which includes manholes and structures, 3,940 LF of a 99" diameter pipe, 660 LF of 102" diameter pipe, 3,950 LF of 144" x 129" arch pipe and 11,775 LF of 147" x 132" arch pipe. The project included pre-sonar and post sonar review of the sewer system and heavy cleaning/removal of approximate 23,900 tons of sediment from the sewer system. The Notice-to-Proceed (NTP) was given on August 8, 2011 with the contract duration of 365 days, for a contract completion date of August 6, 2012.

Unforeseen/differing site conditions were encountered by Metra during the performance of its work. These unforeseen conditions were the result of an aging infrastructure and the fact that the sanitary sewer had never been cleaned before. Further, as this is one of the first times a project of this nature has been attempted in the U.S. (under similar conditions to the City's), the City had little precedent upon which to base its performance expectations. Almost immediately after the NTP and recurring thereafter at virtually every progress meeting, Metra informed

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BOARD OF ESTIMATES

06/26/2013

BW&WW - cont'd

the City of these conditions. Metra made reasonable efforts to continue to work through June 25, 2012. However, as a result of these conditions, Metra fell behind schedule and submitted a claim of \$6,340,779.82 for its increased cost and time. After June 25, 2012, no further work was performed. Ultimately, on April 23, 2013, a resolution of Metra's claim was achieved. Work on the project re-commenced on April 29, 2013. The specifics of the claim resolution are set forth and the submitted with the claim resolution agreement and partial release.

Upon negotiation with Metra to address the unforeseen/differing site conditions and develop a schedule for completion of the work, the City determined that the most cost-effective approach to completion of the work was to allow Metra to complete the contract under certain conditions. Specifically, the City agreed to pay to Metra \$3,984,493.90 in compensation for the additional costs arising out of the unforeseen/differing site conditions, agreed to provide additional time for completion of the work, and agreed to relax the cleaning standards under which the remaining work is to be performed.

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,488,800.00	9956-907612-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	Sewer System	
	Rehabilitation-	
	Main Outfall	
511,200.00	" "	
Balto. County		
\$4,000,000.00	-----	9956-904694-9551-2
		Extra Work

The funds are needed to cover the cost of work of extra work for S.C. 8894, Cleaning of Outfall Sewershed and 99-inch Outfall Interceptor.

(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

06/26/2013

Bureau of Water and Wastewater - First Amendment to Facility Site Lease, First Amendment to Assignment of Facility Site Lease, and First Amendment to Sludge Disposal Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the first amendment to the facility site lease and the first amendment to the sludge disposal agreement with the Northeast Maryland Waste Disposal Authority (the Authority) and to acknowledge and approve the first amendment to the assignment of the facility site lease for a facility owned by Veolia Water North America, LLC (Veolia) that is sited on City-owned property. The amendments extend the period of the two agreements consistent with the commencement date as defined in the service agreement and will end on the date that the service agreement ends, as amended by the first amendment to the service agreement.

AMOUNT OF MONEY AND SOURCE:

\$2,288,352.00 - 2070-000000-5501-630057-603092
(Estimate for the first year of the contract at guaranteed tonnage)

BACKGROUND/EXPLANATION:

In March 1984, the City, in its 201 Facilities Plan for the Back River Wastewater Treatment Plant, determined that a three-prong approach sludge management would best meet its needs for environmentally-safe, long-term sludge disposal. The three disposal techniques to be utilized were: land application, heat drying, and composting. In September 1984, the City asked the Authority to conduct a competitive procurement process to select a private firm to design, construct, own and operate a sludge composting facility. The result of the procurement was the Baltimore City Composting Facility which was constructed and is now owned by Veolia.

AGENDA

BOARD OF ESTIMATES

06/26/2013

BW&WW - cont'd

The City and the Authority are parties to a Sludge Disposal Agreement entered into in 2008 that provides for the Authority to dispose of sludge from the Back River Plant at the composting facility owned by Veolia. The Sludge Disposal agreement will expire on June 30, 2013. The proposed Amendment to the Sludge Disposal Agreement will extend it for five additional years, through June 30, 2018. The cost to the City will be \$88.00 per ton for up to 2,167 tons of sludge per month, with annual CPI and transportation cost adjustments beginning July 1, 2014, and \$42.67 per month. The amendments also provides that the City may permit Veolia to accept sewage sludge from other local governments; if such other sludge is accepted at the facility the City will receive a credit of 15.5% of the fees for processing paid by the other governments.

In addition, the first amendment to the site gives the City the right to take ownership of the facility upon termination of the agreement in 2018 for the nominal cost of \$100.00, and, prior to the takeover, to receive training from Veolia for City personnel to operate the facility. There will be a mirror Service Agreement between the Authority and Veolia that has Veolia assuming the responsibilities of the Authority under the Sludge Disposal Agreement.

The original contract for disposal of the City's sewage sludge expired March 4, 2008, and the Board of Estimates approved the current extension on February 12, 2008. The current contract will expire on June 30, 2013.

Pending before the Board are two proposed amendments for a five-year extension to the current agreements under which Veolia provides services to Baltimore City, at a Veolia-owned facility, for the composting of sewage sludge.

The DPW hereby certifies that it provided written notice to the Director of Finance that the requirement for formal advertisement may be dispensed with in accordance with Article VI §11(e)(i) of the Baltimore City Charter, as the public works provided under the amendments are of such a nature that no advantage will result in seeking or it is not practicable to obtain competitive bids. The reasons for this exception include:

AGENDA

BOARD OF ESTIMATES

06/26/2013

BW&WW - cont'd

1. The City is seeking five years of composting services at a cost that is comparable to its current cost for the services, plus the opportunity to acquire ownership of the composting facility at a nominal cost, to be operated by the City, at the end of the five year term. This is only available from one source, Veolia.
2. Veolia provides services using a facility that it owns, which is located on land owned by the City. If the City initiated a competitive procurement for a new composting contractor, any new vendor would have to provide or construct a new facility, or purchase the existing facility from Veolia.
3. The City wants to continue contracting out of composting services for only five more years, and to have the option of obtaining ownership of a composting facility and operating it on its own at the end of the five-year lease period. No other vendor could offer the City five years of composting service at a competitive price plus a functioning composting plant for a nominal price at the end of five years, because five years of fees from the City at a level comparable to the current fees charged would be insufficient for any other vendor to recoup the cost of transferring ownership of its facility to the City. Thus, a contact in which Baltimore City continues to pay comparable fees for the service and in which it has the option to obtain ownership of the facility for a nominal cost at the end of five years is only available from one vendor, Veolia.

MBE/WBE PARTICIPATION:

MWBOO has established a 5% MBE goal and a 2% WBE goal which the Authority and Veolia are contractually required to meet.

(The first amendment to facility site lease, first amendment to assignment of facility site lease, and first amendment to sludge disposal agreement have been approved by the law department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/26/2013

Bureau of the Budget and - Carryover of Unexpended Fiscal 2013
Management Research Appropriations to Fiscal 2014

ACTION REQUESTED OF B/E:

In accordance with end of year procedures, approval is requested for the Department of Finance to transfer, within an agency, appropriations to meet any program deficit and/or, to meet specific carryover requests in cases where surpluses exist within any agency, but not necessarily within a particular program. Additionally, the Board's approval is requested to carry forward all encumbrances and pre-encumbrances, and to transfer from the Contingent Fund an amount sufficient to cover an agency's overall deficit if required.

In accordance with the Board of Estimates policy of prior years, the balance of unexpended special and loan funds earmarked for specific purposes will be carried over as necessary to Fiscal 2014.

AMOUNT OF MONEY AND SOURCE:

Sources and amounts for closing out appropriations will be from within each agency and fund.

Category A = Funds originally appropriated for such a purpose
Category B = Funds **NOT** originally appropriated for such purpose

BACKGROUND/EXPLANATION:

The Baltimore City Charter (1996 Edition as amended), Article VI, Section 9(c), provides that:

"Appropriations contained in the Ordinance of Estimates for a particular program, purpose, activity, or project may, upon the recommendation of the head of the municipal agency concerned and the Director of Finance, and with the approval of the Board of Estimates, be carried over to fiscal years subsequent to the one

AGENDA

BOARD OF ESTIMATES

06/26/2013

BBMR - cont'd

for which the appropriation is initially made for the accomplishment of said program, purpose, activity, or project. Funds encumbered for contracts, projects or other actual commitments and funds dedicated by an act of Congress or by State law or by the terms of any private grant to some specific purpose shall be carried over to the next fiscal year. All appropriations not so carried over shall lapse at the end of the fiscal year from which made, except that any balance remaining in the fund of the water or sanitary wastewater utility (under Section 18 of this article) at the end of the fiscal year shall remain to the credit of that utility and an estimate of such a balance shall be included in that utility's budget for the next year as an estimated receipt."

A final report of recommendations and actions by the Budget Bureau will be submitted for approval by the Board of Estimates for the July 31, 2013 meeting.

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BOARD OF ESTIMATES

06/26/2013

**General Fund Carry-Forward Requests
Fiscal 2013 Unencumbered Appropriation to Fiscal 2014**

Agency	Account Number	Purpose	Request	Category
Enoch Pratt Free Library	1001-778-040-00-5-40	Materials	\$300,000	B
	1001-788-022-00-5-40	Materials	\$300,000	B
	1001-788-068-00-5-03	Computers	\$250,000	A
	Total		\$850,000	
Fire	1001-602-002-00-5-15	Disaster room equipment	\$150,000	B
	1001-613-002-00-3-16	Repairs and upgrades to facilities to meet code	\$200,000	A
	1001-613-002-00-3-26	Repairs, renovation, and concrete work	\$150,000	B
	Total		\$500,000	
General Services	1001-731-001-00-3-80	MECU Building renovation	\$723,434	A
	1001-731-001-00-3-80	MECU Building renovation	\$900,000	A
	1001-731-001-00-9-36	Asbestos Remediation	\$427,109	B
	Total		\$2,050,543	
Health	1001-310-001-00-3-51	Electronic Health Records	\$75,099	A
	1001-310-001-00-3-51	Electronic Health Records	\$225,000	B
	1001-316-023-00-3-51	Safe Streets - Cherry Hill - Maintenance 2014	\$85,065	B
	1001-316-023-00-3-51	Safe Streets - McEdlerry Park - Maintenance 2014	\$99,354	B
	1001-724-001-00-3-41	Meals on Wheels	\$220,218	B
	Total		\$704,736	
Housing & Community Development	1001-737-002-00-5-03	Computer Upgrade	\$150,000	B
	1001-742-003-00-3-26	V2V Booster Program	\$250,000	B
	1001-745-001-00-3-16	Data Switches - Benton Building	\$75,000	B
	1001-745-002-00-3-16	Scan return mail "Green Cards"	\$50,000	B
	1001-749-001-00-3-26	Demolition & Marketing for V2V	\$250,000	B
	1001-749-001-00-3-50	Water Bills	\$350,000	A
	1001-751-004-00-3-51	Permit Re-engineering project	\$246,715	A
	1001-751-005-00-3-35	E-Plans Maintenance Fee	\$42,500	B
	Total		\$1,414,215	
Human Resources	1001-770-001-00-3-05	Municipal Telephone Exchange	\$100	A
	1001-770-001-00-3-10	Municipal Post Office	\$5,049	A
	1001-770-001-00-3-23	Subscriptions	\$3,348	A
	1001-770-001-00-3-25	Rental of Operating Equipment	\$664	A
	1001-770-001-00-3-35	Maintenance	\$9,056	A
	1001-770-001-00-3-68	Custodial Services	\$37,135	A
	1001-770-001-00-4-02	Office Supplies	\$2,879	A
	1001-770-001-00-4-06	Business Machines	\$2,932	A
	1001-770-001-00-5-03	Data/Word	\$14,508	A
	1001-771-001-00-3-05	Municipal Telephone Exchange	\$17,610	A
	1001-771-001-00-3-10	Municipal Post Office	\$8,833	A
	1001-771-001-00-3-26	Other Professional Services	\$703,392	A
	1001-771-001-00-4-06	Business Machines	\$2,032	A
	1001-772-001-00-3-05	Municipal Telephone Exchange	\$7,390	A
	1001-772-001-00-3-10	Municipal Post Office	\$15,539	A
	1001-772-001-00-4-06	Business Machines	\$5,080	A
	1001-772-001-00-6-03	Data/Word	\$15,145	A
	1001-773-001-00-3-05	Municipal Telephone Exchange	\$703	A
	1001-773-001-00-3-22	Dues	\$178	A
	1001-773-001-00-4-02	Office Supplies	\$6,544	A
	1001-773-001-00-4-05	Photographic Supplies	\$9,244	A
	1001-773-001-00-4-06	Business Machines	\$5,040	A
	1001-773-001-00-4-08	Books and Periodicals	\$3,552	A
	Total		\$875,953	

AGENDA

BOARD OF ESTIMATES

06/26/2013

**General Fund Carry-Forward Requests
Fiscal 2013 Unencumbered Appropriation to Fiscal 2014**

Agency	Account Number	Purpose	Request	Category
Law	1001-860-001-00-3-20	Training	\$10,000	B
	1001-860-001-00-3-26	Archives move to City space	\$10,000	B
	1001-860-001-00-3-26	Archives removal and contract closure	\$35,000	B
	1001-860-001-00-5-01	Desk chairs	\$8,000	B
	1001-860-001-00-5-01	DGS carpentry work to reorganize library shelves	\$6,000	B
	1001-860-001-00-5-01	Public Area prints	\$2,000	B
	1001-860-001-00-5-01	Tables and chairs for newly available library space	\$3,000	B
	1001-860-001-00-5-03	Teleconference digital video recording software and equipment	\$5,000	B
	1001-860-001-00-5-03	Witness digital video recording software and equipment	\$3,000	B
		Total		\$82,000
Mayoralty	1001-125-001-00-5-01	Office Furniture	\$20,000	B
	1001-125-001-00-5-03	Computer Hardware	\$60,000	B
	1001-125-001-00-5-08	Computer Software	\$20,000	B
	1001-347-001-00-5-01	Office Furniture	\$20,000	B
	1001-347-001-00-5-03	Computer Hardware	\$60,000	B
	1001-347-001-00-5-08	Computer Software	\$20,000	B
	Total		\$200,000	
M-R: Educational Grants (Family League of Baltimore City)	1001-446-013-00-7-01	Read to Succeed Summer Camp Program	\$100,000	A
		Total	\$100,000	
M-R: Mayor's Office of Cable and Communications (MOCC)	1001-876-001-00-3-13	Rent	\$100,000	B
		Total	\$100,000	
M-R: Mayor's Office of Employment Development (MOED)	1001-793-010-15-3-07	Marketing efforts for the CJH sites.	\$1,500	B
	1001-793-010-15-3-26	Enhancements to MOED Website	\$8,000	A
	1001-793-010-15-3-26	Orientation video and Web-based Instructional Tools	\$20,700	A
	1001-793-010-15-4-02	CJH initiative program materials	\$2,325	A
	1001-793-010-15-5-03	Printer for CJH Coordinator	\$165	B
	1001-793-010-15-5-03	Webcam and scanners for CJH sites.	\$2,649	B
	1001-793-010-15-5-03	Website content update equipment	\$1,528	B
		Total	\$36,867	
M-R: Mayor's Office of Human Services (MOHS)	1001-895-001-00-3-50	Transition to new facility	\$269,000	A
	1001-895-001-00-3-51	Sub-Contractors payments for shelters	\$42,461	A
		Total	\$311,461	
M-R: Office of Civil Rights	1001-846-001-00-3-26	Annual Civil Rights Breakfast Meeting	\$8,000	B
		Total	\$8,000	

AGENDA

BOARD OF ESTIMATES

06/26/2013

**General Fund Carry-Forward Requests
Fiscal 2013 Unencumbered Appropriation to Fiscal 2014**

Agency	Account Number	Purpose	Request	Category
M-R: Office of the Inspector General	1001-836-001-00-3-01	Travel	\$1,016	A
	1001-836-001-00-3-07	Printing	\$1,470	A
	1001-836-001-00-3-11	Rental of Business Machines	\$1,666	A
	1001-836-001-00-3-20	In-Service Training	\$2,032	A
	1001-836-001-00-3-26	Other Professional Services	\$15,048	A
	1001-836-001-00-3-47	Confidential Fund Expenditure	\$53,150	A
	1001-836-001-00-4-01	Motor Vehicle Fuels and Lubricants	\$1,954	A
	1001-836-001-00-4-02	Office Supplies	\$3,256	A
	1001-836-001-00-4-14	Food for Human Consumption	\$1,425	A
	1001-836-001-00-6-01	Data Analytics System	\$75,000	A
	Total		\$156,017	
Orphans' Court	1001-817-001-00-5-01	Office furniture and creation of a court website	\$16,000	B
	Total		\$16,000	
Public Works	1001-660-001-00-3-18 and 1001-676-003-00-3-18	Internal Control Assessment and Monitoring Projects	\$250,000	B
	1001-660-001-00-3-26	Command Center Construction/ Security Cameras centralization	\$75,000	B
	1001-663-006-00-3-16	Upgrade of citizen drop-off center	\$1,500,000	B
	1001-676-006-00-3-26 and 1001-676-003-00-5-01	Moving expenses - Office of Boards and Commissions	\$25,000	B
	Total		\$1,850,000	
Recreation and Parks	1001-648-005-00-3-26	Support for Private Operators	\$293,000	B
	1001-648-005-00-7-01	Support for Scholarships Program	\$200,000	A
	1001-648-017-00-3-16	Maintenance and Repair of Real Property	\$210,000	A
	1001-648-017-00-3-16	Maintenance and Repair of Real Property	\$270,000	A
	1001-654-002-00-3-26	Tree survival program	\$200,000	B
	Total		\$1,173,000	
State's Attorney	1001-115-001-00-1-01	Grant Supplement	\$150,000	B
	1001-781-001-00-3-26	Filing Modernization	\$150,000	B
	1001-781-002-00-5-01	IT Equipment	\$200,000	B
	Total		\$500,000	
Sheriff's Office	1001-882-001-00-6-03	GPS Technology	\$30,000	B
	1001-882-001-00-6-03	Technology Upgrade	\$15,000	B
	1001-882-001-00-6-04	Mobile Command Center	\$140,000	B
	1001-882-001-00-6-07	Training Equipment	\$15,000	B
	1001-882-001-00-6-08	Security Enhancement	\$30,000	B
	Total		\$230,000	

Category A = Funds originally appropriated for such a purpose.

Category B = Funds **NOT** originally appropriated for such a purpose.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to lease agreement with Mondawmin Business Trust, Landlord, and the City, tenant, for the rental of a portion of the building known as Mondawmin Retail Center, located in the shopping center generally known as Mondawmin Mall, 1200 Mondawmin Mall Concourse on the third floor, consisting of approximately 10,283 square feet. The amendment to the lease agreement extends the period of the agreement to June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$208,594.22	\$17,382.85
Year 2	\$212,766.10	\$17,730.51
Year 3	\$217,021.42	\$18,085.12
Year 4	\$221,361.85	\$18,446.82
Year 5	\$225,789.09	\$18,815.76

Account no.: 5000-804814-6396-459405-603013

BACKGROUND/EXPLANATION:

The property will be used by the Mayor's Office of Employment Development. The original term of the lease agreement dated April 1, 2009 was for a five (5) year period, commencing July 1, 2008 to June 30, 2013. This amendment to lease agreement will extend the lease term for five (5) years, commencing July 1, 2013 to June 30, 2018, with no renewal option. All other rentals, provisions, conditions, and terms of the original lease agreement dated April 1, 2009 will remain in full force and effect.

The Space Utilization Committee approved this amendment to lease agreement on June 13, 2013.

APPROVED FOR FUNDS BY FINANCE.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with East Baltimore Enterprise, Inc., Landlord, and the Juvenile Division of the Circuit Court, tenant, for the rental of a portion of the building known as the Chance Center located at 301 N. Gay Street, consisting of approximately 800 square feet on the first floor. The period of the lease agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$12,325.00	\$1,027.08

Account no.: 5000-544412-1100-117001-603052

BACKGROUND/EXPLANATION:

The property will be used as office space to be used for training classes and general offices. A previous lease agreement for the above mentioned property between the landlord and tenant was executed for the period of July 1, 2011 to June 30, 2012 with no renewals. The Space Utilization Committee approved this lease agreement on June 11, 2013.

The lease agreement is late due to administrative issues.

APPROVED FOR FUNDS BY FINANCE.

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

AGENDA

BOARD OF ESTIMATES

06/26/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Oxiris Barbot	National Assoc of County & City Health Officials Annual Conf. Dallas, TX July 10 - 12, 2013 (Reg. Fee \$05.00 ea.)	General Funds	\$1,153.28
2. Byron Pugh	Centers for Disease Control - 2013 Grantee Meeting Atlanta, GA July 16 - 18, 2013 (Reg. Fee \$0.00)	Dating Matters Initiative	\$1,660.13

The subsistence rate for this location is \$189.00 per night. The hotel rate is \$199.00 per night not including taxes of \$31.84 per night. The Department is requesting an additional subsistence of \$10.00 per night to cover the hotel costs and \$40.00 per day for meals.

3. Aisha Burgess	Centers for Disease Control - 2013 Grantee Meeting Atlanta, GA July 16 - 18, 2013 (Reg. Fee \$0.00)	Dating Matters Initiative	\$1,114.32
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The subsistence rate for this location is \$189.00 per night. The hotel rate is \$199.00 per night not including taxes of \$31.84 per night. The Department is requesting an additional subsistence of \$10.00 per night to cover the hotel costs and \$40.00 per day for meals. The airfare was paid by the City-issued procurement card assigned to Ms. Jacquelyn Duval-Harvey. The amount of the disbursement to Ms. Burgess is 872.52.

AGENDA

BOARD OF ESTIMATES

06/26/2013

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
4. Adam C. Kirhagis	Annual Sex Offender Management & Innovation Conference New Orleans, LA Aug. 12 - 16, 2013 (Reg. Fee \$249.00)	Sex Offender Compliance and Mgt. Grant Award	\$1,266.60
5. Tony C. Clark Emmanuel Cabreja	Training Course on Wireless Communication Theory Baltimore Co., MD July 22 - Aug. 2, 2013 (Reg. Fee \$2,500.00 each)	Asset Forfeiture Fund	\$5,000.00
6. Robert Ross	Training Course on Bloodstain Pattern Analysis II Midwest City, OK July 14 - 19, 2013 (Reg. Fee \$655.00)	Asset Forfeiture Fund	\$1,896.70
<u>Bureau of the Budget and Management Research</u>			
7. Laura Larsen	Center for Priority Based Budgeting A Summit of Leading Practices Arlington, VA July 8 - 10, 2013 (Reg. Fee \$329.00)	General Fund	\$ 870.10

The registration cost in the amount of \$329.00 has been paid using a City-issued credit card assigned to Mr. Andrew Kleine. The disbursement to Ms. Larsen will be \$541.10.

AGENDA

TRAVEL REQUEST

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City</u>			
8. Angela Sobol Lowry* Penny George* Thomas Waxter	NADCP 19 th Annual Drug Court Conf. Washington, DC July 14 - 17, 2013 (Reg. Fee \$650.00)ea.*	Office of of Problem Solving Courts FY13 Dis- cretionary Grant	\$3,352.22

The registration for Ms. Lowry and Ms. George, for the amount of \$650.00 each, was paid under EA000118768. The registration for Mr. Waxter was paid for by the Office of Problem Solving Courts.

The Circuit Court for Baltimore City requests the Board to approve the expenditure of funds to pay for the travel expenses for one non-City employee who is one of the judges for the Baltimore City Adult Drug Treatment Court. The total cost of this expense is \$276.16.

TRAVEL APPROVAL AND REIMBURSEMENT

Dept. of Housing & Community Development

9. David Fielder	Federal Funds- HUD Grant & State Funds	\$1,139.43
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Mr. Fielder traveled to Orlando, Florida to attend the National Lead & Health Housing Conference from April 30 - May 03, 2013. The subsistence rate was \$167.00 for a total of \$501.00. The Department is requesting approval of this travel request retroactively, and approval for reimbursement for the costs of transportation, parking, lodging, meals, and incidentals expenses totaling \$1,139.43.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Housing and Community Development (DHCD) - Amendment to Board of Estimates Memorandum

ACTION REQUESTED OF B/E:

The Board is requested to approve an amendment to its September 13, 2006 approval that authorized the Commissioner of the Department of Housing and Community Development to utilize the allocated Affordable Housing Program funds. This amendment to the Board's approval will expand the project boundaries for the Oliver Redevelopment Project. The Department will return to the Board for approval for disbursement of funds once the project costs have been reviewed.

AMOUNT OF MONEY AND SOURCE:

Account: 9910-906460-9588-900000-704040 (No Funds are requested at this time)

BACKGROUND/EXPLANATION:

The Baltimore City Affordable Housing Program was established by Ordinance No. 06-181 to improve and expand housing opportunities for working families and other persons of low and moderate income to promote economic diversity in City neighborhoods. Pursuant to the rules and regulations of the program, the Commissioner may expend up to 100% of the program funds for grants and loans to implement the core program activities, which include: acquisition, relocation, demolition and site preparation. The Commissioner may spend up to 15% of the funds for preservation, rehabilitation and development of economically diverse housing in City neighborhoods.

The Department of Housing and Community Development, TRF Development Partners and BUILD have been working together since 2006 to purchase and demolish vacant properties in the Oliver Community target known as Preston Place. In support of that partnership, on September 13, 2006, the Board approved funding in the amount of \$1,155,800.00 from the Affordable Housing Trust. The purpose of the funding was to acquire, relocate occupants, and demolish properties within the Southwestern portion of the Oliver neighborhood, including the 1500 and 1600 blocks of E. Preston Street, the 1600 blocks of Ellsworth Streets and Hakesley Place and the 1200 and 1300 blocks of N. Dallas and N. Bond Streets. This area has subsequently become commonly referred to as the Preston Place redevelopment zone.

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

The work in Preston Place has been successful despite the significant challenges in the current real estate market. To date, the following has occurred:

- the City has expended \$761,000.00 to purchase vacant properties and demolish units,
- the City and TRF Development Partners have executed two land disposition agreements covering over 155 vacant homes and lots,
- the TRF Development Partners has secured over \$25,000,000.00 in non-City funds to redevelop Preston Place,
- the TRF Development Partners has completed and occupied 75 homes and is currently rehabilitating 46 additional units, and
- the TRF Development Partner's activity has reduced the vacancy rate in the area by 55%.

Since the Board's September 13, 2006 Affordable Housing Program fund approval, the scope of the project has expanded beyond the boundaries initially prescribed and now includes properties from the executed Land Disposition Agreement with TRF Development Partners, which include, but is not limited to the 1200 block of Broadway, the 1200 and 1300 block of N. Caroline Street and the 1500 and 1600 blocks of E. Biddle and E. Chase Streets.

The Department is formally requesting approval from the Board to amend its approval of September 13, 2006 and to authorize the use of allocated Affordable Housing Program funds to support the additional blocks that make up the Preston Place redevelopment project.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Real Estate - Assignment of Tax Sale Certificates

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the assignment of Tax Sale Certificates for an amount that is less than the lien amount for the properties located at 1801,1802, 1803, 1806, 1808,1809, 1810, 1811, 1812, 1814, 1815, 1817, 1819, 1820, 1821, 1822, 1823, 1824, 1825, 1826, 1827, 1829, 1830, 1831, 1832 1834, 1835, 1836, 1838, 1841, 1843, 1845, 1847, 1849, 1851, and 1853, N. Castle Street.

AMOUNT OF MONEY AND SOURCE:

<u>PROPERTY ADDRESS</u>	<u>ASSESSED VALUE</u>	<u>FLAT TAXES & WATER</u>	<u>TOTAL LIENS</u>	<u>RECOMMENDED PURCHASE PRICE</u>
1801 N. Castle St.	\$1,000.00	\$ 361.00	\$ 35,571.35	\$1,000.00
1802 N. Castle St.	\$1,000.00	\$1,309.14	\$ 33,194.98	\$1,309.14
1803 N. Castle St.	\$1,000.00	\$ 817.90	\$109,983.38	\$1,000.00
1806 N. Castle St.	\$1,000.00	\$2,110.63	\$ 46,351.06	\$2,110.63
1808 N. Castle St.	\$1,000.00	\$ 500.32	\$ 31,477.57	\$1,000.00
1809 N. Castle St.	\$1,000.00	\$4,742.21	\$116,975.96	\$4,742.21
1810 N. Castle St.	\$1,000.00	\$1,522.47	\$108,867.42	\$1,522.47
1811 N. Castle St.	\$1,000.00	\$ 982.79	\$ 97,920.81	\$1,000.00
1812 N. Castle St.	\$1,000.00	\$1,344.80	\$ 29,494.84	\$1,344.80
1814 N. Castle St.	\$1,000.00	\$ 838.12	\$ 40,817.88	\$1,000.00
1815 N. Castle St.	\$1,000.00	\$ 905.75	\$139,470.20	\$1,000.00
1817 N. Castle St.	\$1,000.00	\$ 920.93	\$122,619.58	\$1,063.74
1819 N. Castle St.	\$1,000.00	\$1,063.74	\$111,159.26	\$1,000.00
1820 N. Castle St.	\$1,000.00	\$ 838.12	\$ 31,268.20	\$1,000.00
1821 N. Castle St.	\$1,000.00	\$ 920.93	\$ 94,976.93	\$1,000.00
1822 N. Castle St.	\$1,000.00	\$1,818.39	\$ 22,210.01	\$1,818.39
1823 N. Castle St.	\$1,000.00	\$ 314.29	\$122,313.16	\$1,000.00
1824 N. Castle St.	\$1,000.00	\$2,028.75	\$ 52,004.38	\$2,028.75
1825 N. Castle St.	\$1,000.00	\$1,653.76	\$ 94,228.74	\$1,653.76
1826 N. Castle St.	\$1,000.00	\$1,084.37	\$ 32,178.76	\$1,084.37
1827 N. Castle St.	\$1,000.00	\$ 920.93	\$113,648.49	\$1,000.00
1829 N. Castle St.	\$1,000.00	\$1,484.46	\$102,964.65	\$1,484.46
1830 N. Castle St.	\$1,000.00	\$1,228.16	\$ 30,436.21	\$1,228.16
1831 N. Castle St.	\$1,000.00	\$2,253.86	\$112,337.91	\$2,253.86
1832 N. Castle St.	\$1,000.00	\$3,970.14	\$ 70,248.20	\$3,970.14

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Real Estate - cont'd

<u>PROPERTY ADDRESS</u>	<u>ASSESSED VALUE</u>	<u>FLAT TAXES & WATER</u>	<u>TOTAL LIENS</u>	<u>RECOMMENDED PURCHASE PRICE</u>
1834 N. Castle St.	\$1,000.00	\$1,428.53	\$ 53,865.12	\$1,428.53
1835 N. Castle St.	\$1,000.00	\$1,065.65	\$ 71,817.81	\$1,065.65
1836 N. Castle St.	\$1,000.00	\$1,029.43	\$ 48,273.35	\$1,029.43
1838 N. Castle St.	\$1,000.00	\$1,361.24	\$ 45,521.57	\$1,361.24
1841 N. Castle St.	\$1,000.00	\$1,067.17	\$ 28,702.66	\$1,067.17
1843 N. Castle St.	\$1,000.00	\$ 481.60	\$ 65,839.20	\$1,000.00
1845 N. Castle St.	\$1,000.00	\$ 481.60	\$ 59,761.02	\$1,000.00
1847 N. Castle St.	\$1,000.00	\$ 563.61	\$ 73,594.73	\$1,000.00
1849 N. Castle St.	\$1,000.00	\$ 506.44	\$ 66,593.16	\$1,000.00
1851 N. Castle St.	\$1,000.00	\$ 457.48	\$ 67,196.60	\$1,000.00
1853 N. Castle St.	\$1,000.00	\$ 612.31	\$ 65,482.27	\$1,000.00

Total Purchase Price \$50,566.90

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for the above properties for the October 2012 bulk sale. Southern Baptist Church offered to purchase the Tax Sale Certificate for \$50,566.90, file a petition to foreclose, acquire title to the properties and return them to productive use. The purchase price will cover the flat taxes and water bills or assessment, whichever is greater.

AGENDA

BOARD OF ESTIMATES

06/26/2013

Department of Housing &
Community Development

-Intercreditor and Subordination
Agreement for Uplands Rental Phase I

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an intercreditor and subordination agreement with the Uplands Rental Phase I, LLC (the "Borrower") for the Uplands Rental Phase I project. The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction, subject to review for form and legal sufficiency to convert the construction financing to a permanent loan.

AMOUNT OF MONEY AND SOURCE:

NO FUNDS ARE REQUESTED THROUGH THIS ACTION.

BACKGROUND/EXPLANATION:

The City sold to Uplands Rental Phase I, LLC an approximately 4.65 acre site that contained the former Uplands Apartments site. Portions of the site were formerly occupied as a low-income multi-family project financed by HUD, which later foreclosed on the property and sold it to the City. A master planned community known as Uplands Development is being developed containing approximately two

hundred eight (208) mixed-income rental units and over five hundred fifty three (553) for-sale units (collectively, the "Development"). The Uplands redevelopment is expected to occur in two (2) rental and four (4) homeownership phases. The total development costs of the new redevelopment are expected to be approximately \$237 million. In addition to the rental and for-sale units, a variety of community investments are expected to be made, including open space, a clubhouse/swim club, and other community amenities.

DHCD - cont'd

The 1st phase of the development, Rental Phase I, consists of 104 affordable and market rate units available in 14 buildings in a variety of building types such as townhomes, duplexes and mansionettes.

On July 13, 2011, the Honorable Board approved the transaction for the Rental Phase I finance closing. The construction began in August 2011 and was completed in April 2012. Occupancy of Rental Phase I is at 100 percent.

The Intercreditor and Subordination Agreement results in the City's security or other interest in the property continuing to be subject to and of lower priority than the lien of the permanent loan being provided by Massachusetts Life Insurance Company. The two city loans that will be subordinated are as follows: (i) HUD Up-Front Grant in the amount of \$4,160,000.00 and (ii) HOME Investment Partnership Program loan in amount of \$1,000,000.00.

First Position Lender: Massachusetts Mutual Insurance Company. During the construction phase, Wells Fargo Bank, N.A. provided a loan in an amount of Two Million One Hundred Thousand Dollars (\$2,100,000.00) secured by a first lien mortgage (the "First-Lien Construction Loan). With the completion of construction and with this action, the Borrower will repay the First-Lien Construction Loan using the proceeds of the permanent loan from Massachusetts Mutual Life Insurance Company ("MassMutual") in an amount of \$2,100,000.00 (the "Mass Mutual Loan"). This Mass Mutual Loan will take the "First-Lien Permanent Loan" position and will be non recourse, secured by a first-lien on the entire Project, have an interest rate of 7.11%, amortized over thirty (30) years with a term of fifteen (15) years.

DHCD - cont'd

Second Position Lender: MD Department of Housing and Community Development ("MD DHCD") Rental Housing Production Program ("RHPP"). MD DHCD made a loan from its RHPP Program in an amount of Two Million Dollars (\$2,000,000.00) secured by a second-lien mortgage (the "RHPP Loan"). The RHPP Loan had a construction loan period not to exceed 21 months, which included three (3) months for cost certification and a permanent loan period of 40 years following the end of the construction loan period. During the construction loan period of the RHPP Loan, the interest rate charged was 0% per annum on sums advanced and no payments were required. During the permanent loan period of the RHPP Loan, the interest rate shall be 4% per annum and annual payments of principal and interest are required to be made out of surplus cash. If surplus cash is insufficient to pay any of the required debt service, such unpaid debt service shall be deferred and repaid at the next payment date; to the extent there is sufficient surplus cash to pay such deferred debt service. Interest shall continue to accrue on any deferred principal. The outstanding principal balance of the Loan together with all accrued interest shall be due and payable at maturity or upon acceleration following default. The RHPP Loan required that 40% of the units be occupied by households with incomes at or below 60% of the State area-wide median income, adjusted for family size.

Third Position Lender: City HUD Up-Front Grant Loan. The City made a loan from the proceeds of the Uplands B Up-Front Grant Agreement in an amount of Four Million One Hundred Sixty Thousand Dollars (\$4,160,000.00) secured by a third-lien mortgage (the "Up-Front Grant Loan"). The Up-Front Grant Loan has a permanent loan term of forty (40) years following construction completion (the "Up-Front Grant Maturity Date"), and will bear interest at a rate no greater than one quarter percent (1/4%). As long as the project is owned and operated according to the requirements set forth in the documentation for the Up Front Grant Loan and there is no event of default, no payments shall be required on the Up Front Grant Loan until the Up-Front Grant Maturity Date, at which time all accrued interest and principal will be required to be repaid. The Up-Front Grant Loan will be long-term, subordinate, non-recourse debt.

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

Fourth Position Lender: City HOME Loan. On April 28, 2010, the Board approved a HOME Investment Partnerships Program predevelopment loan in an amount not to exceed Six Hundred Forty Thousand Dollars (\$640,000.00) (the "HOME Loan") to the Borrower to support certain predevelopment activities, such as design and engineering fees, costs of engineering and geotechnical reports, permit fees, an appraisal and market studies, and other similar costs and fees incurred during the planning and predevelopment process for the Project. The Department increased the HOME Loan by \$360,000.00 so that the HOME Loan has an aggregate principal amount of \$1,000,000.00. The HOME Loan was secured by a fourth-lien mortgage on the property and the construction loan period of the HOME Loan will be coterminous with the superior mortgages. The Permanent Loan Period will be (40) years from the date of construction completion (the "HOME Maturity Date"). The interest rate during the Construction period and Permanent Loan period will be one percent (1%) per annum. No payments on the HOME Loan will be required during construction, but following completion of construction, annual payments of principal and interest will be due from the Borrower in an amount necessary to amortize fully the principal sum through the term of the HOME Loan (the "HOME Payments"). However, any HOME Payments made by the Borrower will be only from surplus cash, and to the extent such surplus cash is not available, the HOME Payment due and owing will be deferred. The outstanding principal balance and any deferred and accrued interest is due and payable on the HOME Maturity Date. The HOME Loan will be long term, subordinate, non-recourse debt.

City Seller Take-Back Note. The City made a loan in an amount of Six Hundred Thousand Dollars (\$600,000.00) secured by a fifth-lien mortgage (the "Seller Take-Back Loan") to finance in part the acquisition of the land. The Seller Take-Back Loan was fully repaid to the Department on October 18, 2012.

AGENDA

BOARD OF ESTIMATES

06/26/2013

DHCD - cont'd

The City and HABC required that the Borrower set-aside at least sixteen (16) units (the "NEDs Units") to non-elderly persons with disabilities ("NEDs"), in addition to the six (6) Uniform Federal Accessible Standards (UFAS) units, as well as an additional six (6) units to be designated as Long Term Affordable UFAS, in Rental Phase I, were all met.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for waiver or exception was made. The developer exceeded the MBE/WBE goals of 27/10 set by the Baltimore City MBOO office.

THE DEPARTMENT OF FINANCE HAS REVIEWED AND RECOMMENDS APPROVAL

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED