

**NOTICE:**

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

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

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

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

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

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

**BOARD OF ESTIMATES' AGENDA - OCTOBER 24, 2018**

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Adam's Demolition	\$ 1,500,000.00
Dalton Electric Service, Inc.	\$ 6,030,000.00
Musson Bros., Inc.	\$47,630,000.00
Rolling Doors LLC	\$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:

Gant Brunnett, Architects, Inc.	Architect
Manns Woodward Studios, Inc.	Architect
Russell Corrosion Consultants, LLC	Engineer
Simpson Gumpertz & Heger, Inc.	Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Health Department - Agreements and Second No-Cost Time  
Extension to Project Grant Agreement

The Board is requested to approve and authorize execution of the various agreements and the No-Cost Time Extension to a Project Grant agreement.

1. **THE JOHNS HOPKINS UNIVERSITY/** **\$ 80,200.00**  
**SCHOOL OF MEDICINE (JHU/SOM)**

Account: 1001-000000-3100-295900-603051

Under the terms of the agreement, the JHU's SOM will provide physician services for the School Health Program. These services will include on-site consultation, at a minimum of ten hours per week, to conduct patient evaluation at the following group of School-Based Health Centers: Augusta Fells Savage Institute No. 430, Reach School Middle/High No. 341, Digital Harbor High School No. 416, City Springs Elementary/Middle No. 08, and William S. Baer School No. 301. The period of the agreement is July 1, 2018 through June 30, 2019.

This agreement is late because of delays at the administrative level.

2. **THE JOHNS HOPKINS UNIVERSITY/CENTER** **\$100,188.00**  
**FOR CHILD AND COMMUNITY HEALTH**

Account: 5000-522319-3030-271500-603051

Under the terms of the agreement, the organization will provide the services of a Policy and Program Associate to serve as the Sexually Transmitted Infection Prevention (STIP) Coordinator. The STIP Coordinator provides technical assistance and consultation to State agencies, healthcare provider organizations, professional medical associations,

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Health Department - cont'd

insurers and other stakeholders on Federal and Statewide Health Reform changes related to Sexually Transmitted Infections (STIs). The STIP Coordinator assists in the coordination of STI clinical services provided by "safety net" providers Statewide. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER.**

3. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC. (PACT)** **\$ 46,124.00**

Account: 4000-427119-3080-294300-603051

Under the terms of the agreement, PACT will provide Service Coordination for the Baltimore Infants & Toddlers Program to assist children from birth to four years of age who are suspected of having a developmental delay(s) and their families. These services include accessing a full-range of early intervention services and/or creating linkages with community agencies and institutions. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late because of administration delays.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Health Department - cont'd

4. **OPEN SOCIETY INSTITUTE - BALTIMORE** \$ 0.00

On September 13, 2017, the Board approved the original Project Grant Agreement, in the amount of \$200,000.00, for the period of April 15, 2017 through March 14, 2018. The Project Grant Agreement provided funds to support Public Education and Harm Reduction in Response to Opioid Addiction and Overdoses.

On May 2, 2018, the Board approved the No-Cost Time Extension to extend the period of the Project Grant Agreement through September 14, 2018.

This Second No-Cost Time Extension will extend the period of the Project Grant Agreement through November 15, 2018, to allow the Department additional time to complete its deliverables.

This No-Cost Time Extension is late because it was recently received.

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

**APPROVED FOR FUNDS BY FINANCE**

(The Agreements and the terms and conditions of the No Cost Time extension have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Police Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Agreement with the University of Maryland Medical System - R Adams Cowley Shock Trauma Center/University of Maryland Medical System Corporation. The period of the Agreement is October 1, 2018 through September 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 4000-481918-2255-793401-603026

**BACKGROUND/EXPLANATION:**

On August 15, 2018, the Board approved a grant award for the JAG 13 program. A portion of the funds were allocated to the University of Maryland Shock Trauma Unit for its Violence Prevention Program (VPP) to prevent violent personal injury among the City's most at-risk populations through research. The VPP includes three direct service projects including the Violence Intervention Project, Promoting Healthy Alternatives for Teens Project, and after-school program and My Future, My Career, as well as donor specific research.

**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**

**10/24/2018**

Police Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Grant Award from the Maryland Department of Public Safety and Correctional Services (DPSCS). The period of the Grant Award is from July 1, 2018 until funds are fully expended.

**AMOUNT OF MONEY AND SOURCE:**

\$285,400.00 - 5000-588519-2021-2021-4212900-600000

**BACKGROUND/EXPLANATION:**

The DPSCS is mandated under Criminal Procedure Article 11-713(3) and (4) and under COMAR 12.06.01.17 to reimburse each local law enforcement unit annually for processing registration statements, fingerprints, photographs and for performing community notification requirements. The rate for reimbursement is \$200.00 per sexual offender registration, with 1,427 active registrants totaling \$285,400.00, for this reimbursement period.

**APPROVED FOR FUNDS BY FINANCE**

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

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

TRANSFERS OF FUNDS

\* \* \* \* \*

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

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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

10/24/2018

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>			
1.	<b>\$1,000,000.00</b>	9938-919015-9475	9938-917022-9474
	General Fund	BCRP Rec Center	Community Center
		Expansion Reserve	Master Plan Active

This transfer will provide funds to cover the costs associated with construction of the Mt. Pleasant and Towanda Recreation Centers.

Department of Housing and Community Development

2.	\$1,674,000.00	9910-903963-9587	
	Mayor and City	Park Heights Corridor	
	Council and	Greening Reserve	
	\$ 126,000.00	" "	
	General Fund		
	<b>\$1,800,000.00</b>	-----	9910-903183-9588
			Park Heights Major
			Redevelopment

This transfer will provide funding to support the major redevelopment in the Park Heights Community to continue implementing the Park Heights Master Plan.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of General Services - Partial Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement with HASCON, LLC. under GS15813RR - MECU Building Envelope Improvement.

**AMOUNT OF MONEY AND SOURCE:**

\$165,567.15 - 1001-000000-1982-192500-603080

**BACKGROUND/EXPLANATION:**

As of July 31, 2017, HASCON, LLC, has completed 100% of all work for GS15813RR - MECU Building Envelope Improvement. The City has agreed to a Release of Retainage in the amount of \$165,567.15 to HASCON, LLC. Currently, the City is holding \$166,567.15 in retainage for the referenced project and wishes to reduce the amount of the retainage to \$1,000.00 and has determined that its interests are fully protected by this reduction.

**MWBOO HAS APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND FOUND NO OBJECTION.**

(The Partial Release of Retainage has been approved by the Law Department as to form and legal sufficiency.)

PERSONNEL MATTERS

\* \* \* \* \*

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

11 - 30

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**

**10/24/2018**

**PERSONNEL**

Department of Finance

1. a. Create the following classification:

From: Budget Management Analyst III  
Job Code: 31305  
Grade: 929 (\$68,562.00 - \$109,554.00)

b. Adjust Grade:

From: Budget Management Analyst II  
Job Code: 31304  
Grade: 929 (\$68,562.00 - \$109,554.00)

To: Budget Management Analyst II  
Job Code: 31304  
Grade: 927 (\$64,505.00 - \$103,208.00)

c. Reclassify the following filled positions:

Position No.: 40873

From: Budget Management Analyst II  
Job Code: 31304  
Grade: 929 (\$68,562.00 - \$109,554.00)

To: Budget Management Analyst II  
Job Code: 31304  
Grade: 927 (\$64,505.00 - \$103,208.00)

Position No.: 12083

From: Budget Management Analyst II  
Job Code: 31304  
Grade: 929 (\$68,562.00 - \$109,554.00)

To: Budget Management Analyst II  
Job Code: 31304  
Grade: 927 (\$64,505.00 - \$103,208.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Finance - cont'd

d. Adjust Grade:

From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Budget Management Analyst I  
Job Code: 31301  
Grade: 923 (\$60,655.00 - \$97,277.00)

e. Reclassify the following filled positions:

Position No.: 12085

From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Budget Management Analyst I  
Job Code: 31301  
Grade: 923 (\$60,655.00 - \$97,277.00)

Position No.: 47476

From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Budget Management Analyst I  
Job Code: 31301  
Grade: 923 (\$60,655.00 - \$97,277.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Finance - cont'd

Position No.: 12092

From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Budget Management Analyst I  
Job Code: 31301  
Grade: 923 (\$60,655.00 - \$97,277.00)

Position No.: 32588

From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Budget Management Analyst I  
Job Code: 31301  
Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$0.00

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

Baltimore City Fire Department

	<u>Hourly Rate</u>	<u>Amount</u>
2. <b>KEITH SWINDLE</b>	\$30.66	<b>\$51,000.00</b>

Account: 1001-000000-3191-308700-601009

Mr. Swindle, will work as a Contract Services Specialist II. His duties will include, but are not limited to reviewing

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Baltimore City Fire Department - cont'd

electronic Patient Care Reports for quality and completion, providing appropriate feedback to improve provider's reports, reporting protocol violations, poor patient care and areas of concern to QA Officer. He will also assist the QA Captain with patient care data interpretation and analysis for overall system improvement, assist in the implementation of the EMS quality assurance plan and keep abreast of current Maryland Medical Protocols and Basic and Advance Life Support. The period of the agreement is effective upon Board approval for one year.

Department of General Services

3. Reclassify the following vacant position:

Position No.: 1890-42335

From: Laborer (hourly)  
Job Code: 52931  
Grade: 482 (\$31,256.00 - \$33,293.00)

To: Operations Manager II  
Job Code: 00091  
Grade: 942 (\$90,619.00 - \$149,401.00)

Cost: \$155,510.00 - 2030-000000-1890-189900-601001

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

4. Reclassify the following filled position:

Position No.: 1982-51266

From: Operations Officer IV  
Job Code: 31112  
Grade: 931 (\$73,868.00 - \$118,085.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of General Services - cont'd

To: Operations Officer V  
Job Code: 31113  
Grade: 936 (\$80,735.00 - \$129,114.00)

Cost: \$10,565.00 - 2029-000000-1982-192500-601001

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

Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
5. <b>DEMETRIA J. RODGERS</b>	\$26.12	<b>\$9,404.00</b>

Account: 5000-520118-3030-288900-601009

Ms. Rodgers, retiree, will work as a Contract Services Specialist I. Her duties will include, but are not limited to assisting with overseeing the activities of nursing and support clinical personnel, participating with the Adolescent Reproductive Health Director in planning, developing and implementing clinical training programs for sub grantees. She will also audit sub-grantee clinics to monitor the quality of care, plan and develop management and mid-level clinical in-service training programs requiring scheduling and coordination of various presenters and training modules, and serve as the point of contact for trainings. She will answer phone inquiries, receive and confirm registration notices, and write reports on training program activities. The period of the agreement is effective upon Board approval through June 30, 2019.

This salary is in compliance with AM 212-1, Part I.



**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
6. <b>FLORA CALDWELL-DAUGHTRY</b>	\$16.00	<b>\$19,200.00</b>

Account: 4000-425519-3110-306700-601009

Ms. Caldwell-Daughtry, retiree, will work as a Contract Services Specialist I. Her duties will include, but are not limited to providing administrative assistance to the Director of Adult Evaluation and Review Services, design and maintain the AERS database and the billing information database, and track and record incoming revenue. She will also collect and compile data for statistical reports, assist with the identification of funding sources to support program initiatives and with the development of grant applications. The period of the agreement is effective upon Board approval through June 30, 2019.

This salary is in compliance with AM 212-1, Part I.

7. <b>MARY ELIZABETH MURPHY</b>	\$10.10	<b>\$15,756.00</b>
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Account: 4000-425519-3110-306700-601009

Ms. Murphy will work as a Contract Services Specialist II. Her duties will include, but are not limited to assisting with intake and referrals, answering telephones, and referring calls to proper stations. She will also distribute documents to program staff, file invoices and client records, and monitor incoming and outgoing faxes. The period of the agreement is effective upon Board approval through June 30, 2019.

This salary is in compliance with AM 212-1, Part I.

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**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
8. <b>LORENA YANEZ</b>	\$15.00	<b>\$15,120.00</b>
Accounts: 4000-499619-3080-294213-601009		\$ 7,560.00
6000-622119-3080-294300-601009		\$ 7,560.00

Ms. Yanez will work as a Contract Services Specialist II. Her duties will include, but are not limited to acting as a liaison between service providers and clients, participating in community activities, meetings, and presentations related to Maternal and Child Health, and inputting encounters in client records and into the program database. She will also participate in monthly face-to-face meetings with the Maternal and Infant (M&I) Care Supervisor and the Baltimore Infant & Toddler's Program (BITP) Administrator, make phone calls for the staff to non-English speaking clients, schedule client appointments, translate program forms and documents and participates in client home visits and services. Ms. Yanez will represent M&I and BITP at community meetings, health fairs, and events related to the Spanish-speaking population and relay concepts and ideas between languages in an accurate manner to families served. This is a 3% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval through June 30, 2019.

9. <b>MATTIE SHIVERS</b>	\$10.30	<b>\$10,176.40</b>
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Account: 4000-433519-3024-768800-601009

Ms. Shivers will work as a Contract Services Specialist II. Her duties will include, but are not limited to ensuring the receipt and storage of food products, ensuring that meals are served and the serving area and equipment is kept clean and sanitary. She will also prepare and maintain paperwork, meal

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
counts, collect funds, order supplies, prepare daily reports via the Touch Screen System and supervise food service aides. This is a 2% increase in the hourly rate from the previous contract. The period of the agreement is effective upon Board approval through September 30, 2019.		
10. <b>DARLENE KESS</b>	\$10.30	<b>\$10,176.40</b>
Account: 4000-433519-3024-768800-601009		
Ms. Kess will work as a Contract Services Specialist II. Her duties will include, but are not limited to providing office support to center management, acting as a liaison between the public and center director, and performing basic use of office equipment, phones, computers, copy and fax machines. She will also register participants for membership, outings and class participation, maintain membership information in the filing system, send out brochures and information to the public including center members, and collect fees for membership, classes and outings. This is a 2% increase in the hourly rate from the previous contract. The period of the agreement is effective upon Board approval through September 30, 2019.		
11. <b>LUCRETIA SHANNON</b>	\$14.00	<b>\$23,296.00</b>
Account: 4000-433419-3044-761300-601009		
Ms. Shannon will work as a Contract Services Specialist II. Her duties will include, but are not limited to scheduling and conducting various community outreach programs such as Benefits Checkup and Senior Health Insurance Program. Ms. Shannon will also prepare Benefits Checkup reports for seniors and provide individualized counseling for seniors and their families. The period of the agreement is effective upon Board approval through September 30, 2019.		

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Health Department - cont'd

12. Create the following position:

Classification: Agency IT Associate  
Job Code: 33146  
Grade: 907 (\$56,390.00 - \$90,307.00)  
Position No.: To be determined by BBMR

Cost: \$82,628.90 - 1001-000000-3001-262200-601001

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

Department of Housing and Community Development

13. Classify the following position:

From: New Position  
Job Code: 90000  
Grade: 990 (\$1.00 - \$204,000.00)  
Position No.: To be determined.

To: Operations Officer II  
Job Code: 00086  
Grade: 927 (\$64,505.00 - \$103,208.00)

Cost: \$119,240.63 - 1001-000000-1773-179699-601001

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Housing and Community Development - cont'd

14. Classify the following position:

From: New Position  
Job Code: 90000  
Grade: 900 (\$1.00 - \$204,000.00)  
Position No.: To be determined by BBMR

To: Operations Officer II  
Job Code: 00086  
Grade: 927 (\$64,505.00 - \$103,208.00)

Cost: \$119,240.63 - 1001-000000-1773-179699-601001

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

15. Classify the following position:

From: New Position  
Job Code: 90000  
Grade: 900 (\$1.00 - \$204,000.00)

To: Neighborhood Project Coordinator  
Job Code: 72432  
Grade: 923 (\$60,655.00 - \$97,277.00)  
Position No.: To be determined by BBMR

Cost: \$112,955.21 - 1001-000000-1773-179699-601001

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Law Department

16. Reclassify the following vacant position:

Position No. 15538

From: Assistant Solicitor  
Job Code: 10198  
Grade: 929 (\$68,562.00 - \$109,554.00)

To: Chief Solicitor  
Job Code: 10199  
Grade: 936 (\$80,735.00 - \$129,114.00)

Cost: \$15,607.00 - 1001-000000-1752-175200-601001

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

Baltimore City Police Department

17. a. Reclassify the following three filled positions:

Position Nos.: 47246, 16732 and 47250

From: Police Major  
Job Code: 10278  
Grade: 84P (\$127,609.00 Flat)

To: Police Lieutenant Colonel  
Job Code: 10279  
Grade: 85P (\$134,446.00 Flat)

b. Reclassify the following two filled positions:

Position Nos.: 35456 and 47248

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**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Baltimore City Police Department - cont'd

From: Police Captain  
Job Code: 10277  
Grade: 83P (\$120,773.00 Flat)

To: Police Major  
Job Code: 10278  
Grade: 84P (\$127,609.00 Flat)

Cost: \$51,123.00 - 1001-000000-2042-198101-601062  
1001-000000-2041-196500-601062  
1001-000000-2043-785900-601062

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

	<u>Hourly Rate</u>	<u>Amount</u>
18. <b>RONALD R. CARTER</b>	\$20.19	<b>\$42,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Carter will continue to work as a Contract Services Specialist I. He will inspect recruitment reports and documents for compliance with departmental procedures; enter applicant information into Lotus Notes; maintain the recruitment database, maintain and provide statistical data and report to supervisors; conduct local, state and federal criminal records checks and assist in streamlining recruitment procedures. The Department of Human Resources recommends granting this employment contract. The period of the agreement is October 28, 2018 through October 27, 2019.

On January 3, 1996, the Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Department to hire retirees.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Enoch Pratt Free Library

19. Create the following four new positions:

Classification: Library Security Officer  
Job Code: 00672  
Grade: 083 (\$36,396.00 - \$43,285.00)  
Position Nos.: To be determined by BBMR

Cost: \$190,000.00 - 5000-504619-4501-797000-601001

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

20. Reclassify the following filled position:

Position No. 15630

Classification: Office Supervisor  
Job Code: 00712  
Grade: 084 (\$37,741.00 - \$45,044.00)  
  
To: Administrative Coordinator  
Job Code: 00702  
Grade: 087 (\$42,131.00 - \$50,927.00)

Cost: \$5,700.00 - 1001-000000-4501-339200-601001

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

21. Reclassify the following filled position:

Position No. 15867



**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Enoch Pratt Free Library - cont'd

Classification: Secretary II  
Job Code: 00710  
Grade: 078 (\$31,488.00 - \$36,312.00)

To: Administrative Coordinator  
Job Code: 00702  
Grade: 087 (\$42,131.00 - \$50,927.00)

Cost: \$11,500.00 - 6000-674619-4501-338600-601001

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

Department of Public Works/Baltimore Environmental Police Division

22. Reclassify the following filled position:

Position No. 34270

Classification: Office Supervisor  
Job Code: 33215  
Grade: 084 (\$37,741.00 - \$45,044.00)

To: Administrative Coordinator  
Job Code: 31100  
Grade: 087 (\$42,131.00 - \$50,927.00)

Cost: \$7,630.00 - 2070-000000-5521-394300-601001

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Public Works

23. Upgrade the following civil service classification:

Classification: DPW Safety Training Manager  
 Job Code: 33675  
 Grade: 931 (\$73,868.00 - \$118,085.00)

To: DPW Safety Training Manager  
 Job Code: 33675  
 Grade: 936 (\$80,735.00 - \$129,114.00)

Cost: \$33,923.00 - 1001-000000-1901-191300-601001

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

24. Reclassify the following vacant position:

Classification: Operations Director III  
 Job Code: 00104  
 Grade: 990 (\$122,039.00 - \$201,317.00)

To: Operations Director II  
 Job Code: 00094  
 Grade: 969 (\$113,196.00 - \$186,856.00)

Cost: (8,843.00) - 1001-000000-1901-190300-601001

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

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
25. <b>BARBARA WILLIAMS</b>	\$16.93	<b>\$ 7,042.88</b>

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Recreation and Parks - cont'd

Account: 2096-796623-7960-862300-601009

Ms. Williams will work as a Contract Services Specialist I. She will provide program leadership to senior citizens which includes crafts, guest speaking, music, games, trips, health promotion, and special events. In addition, Ms. Williams will attend agency, community and Senior Citizens Division meetings, maintain effective lines of communication with the recreation center director to assure coordination with other center programming, space assignment, and custodial needs. She will also maintain timely and accurate record keeping to include program/attendance reports and provide assistance and adapt programming for senior citizens with limitations and/or special needs. This is a 54% increase the hourly rate from the previous contract period and is in compliance with AM 212-1, Part I. In an effort to assure pay equality for Senior Division employees, the Department is requesting that Ms. Williams' hourly rate be increased to a level commensurate with her current and former skills, duties and responsibilities as well as with the hourly rates of pay of two other retirees currently performing in the same capacity for the Senior Citizens Division. Of the three, Ms. Williams has the greatest amount of past experience and leadership responsibilities. The period of the agreement is effective October 25, 2018 for one year.

26. **RACHAEL COX** \$32.00 \$ 8,320.00

Account: 6000-680518-4792-369900-601009

Ms. Cox will continue to work as a Contract Services Specialist II. She will provide instructions in figure skating skills for participants in the Learn to Skate Program, summer camp program, and teach basic skills for the US Figure Skating National Proficiency Tests. In addition, Ms. Cox will evaluate student performance to determine mastery of specific skills and advancement to the next level, assist students in planning an individual presentation to music, and provide skating instructions to all levels of the Adult Skating Seminar. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Recreation and Parks - cont'd

27. **ANN GREEN** \$18.36 **\$ 34,942.75**

Account: 6000-680819-4782-717400-601009

Ms. Green will continue to work as a Contract Services Specialist II. She will coordinate webpage, social media and public calendar updates as well as coordinate volunteer services for the Department's Horticultural Division. Ms. Green will also maintain the online calendar, create meaningful content for special events and media campaigns, collect premium quality images and document activities, and provide technical support to users. In addition, she will recruit, screen, interview, and train volunteers as well as record volunteer hours, and maintain volunteer statistics for Cylburn Arboretum and the Rawlings Conservatory. This is a 2% increase the hourly rate from the previous contract period. The period of the agreement is effective October 27, 2018 for one year.

28. **CYNTHIA MUHAMMAD** \$16.93 **\$ 7,195.25**

Account: 2096-796623-7960-862300-601009

Ms. Muhammad, retiree, will continue to work as a Contract Services Specialist I. She will oversee and coordinate crafts, guest speakers, music, games, trips, health promotion, and special events. In addition, Ms. Muhammad will attend agency, community, and division meetings, and maintain and submit timely and accurate program/attendance reports. This is the same hourly rate as in the previous contract period and is in compliance with AM 212-1. The period of the agreement is effective October 25, 2018 for one year.

29. **CHRISTIANE R. DREISBUSCH** \$35.00 **\$ 66,739.40**

Account: 5000-578716-4711-361850-601009

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

Department of Recreation and Parks - cont'd

Hourly Rate                      Amount

Ms. Dreisbusch will work as a Contract Services Specialist II. She will design capital improvements to parks, develop and carry out projects from conception through to construction, prepare conceptual designs, construction drawings, cost estimates, and technical specifications. In addition, Ms. Dreisbusch will acquire building permits, attend community meetings and act as a Consultant to project partners. The period of the agreement is effective upon Board approval for one year.

30. Reclassify the following two filled and one vacant position:

Position Nos.: 44616, 44597, and 44615

From: Aquatic Center Director  
Job Code: 83215  
Grade: 085 (\$38,926.00 - \$46,904.00)

To: Operations Specialist I  
Job Code: 00083  
Grade: 906 (\$51,708.00 - \$82,608.00)

Cost: \$29,672.00 - 1001-000000-4801-371400-601001

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

State's Attorney's Office (SAO)

31. **REGINALD LUCKETT**                      \$24.97                      **\$ 47,609.00**

Account: 1001-000000-1150-120900-601009

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

SAO - cont'd

Hourly Rate                      Amount

This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective October 28, 2018 for one year.

32.    **KEVIN DUNTON**                      \$27.20                      **\$ 51,861.00**

Account: 1001-000000-1150-118000-601009

The period of the agreement is effective October 25, 2018 for one year.

Messrs. Lockett and Dunton, retirees, will each continue to work as a Contract Services Specialist I. They will assist the State's Attorney in the investigation and movement of cases, warrants, and communicate with Public Safety staff and members.

33.    **KEDRICK SCRIBNER**                      \$27.74                      **\$ 52,891.00**

This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective October 26, 2018 for one year.

Account: 1001-000000-1150-118000-601009

34.    **SHARON ALSTON**                      \$27.74                      **\$ 52,891.00**

This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective November 2, 2018 for one year.

Account: 1001-000000-1150-118000-601009

Mr. Scribner and Ms. Alston, retirees, will each continue to work as a Contract Services Specialist I. They will investigate felony, homicide, and violent crime cases, locate and interview witnesses, and act as a liaison with police agencies.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PERSONNEL**

SAO - cont'd

Hourly Rate                      Amount

These contracts (item nos. 31 - 34) are consistent with the waiver of AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the Office of the State's Attorney, with no restrictions on the number of hours worked and rates of pay.

35. **BRIAN WANDA**                                      \$50.00                                      **\$ 45,000.00**

Account: 1001-000000-1150-118000-601009

Mr. Wanda will continue to work as a Contract Services Specialist II. He will provide general database administration services for the time keeping system, in addition to creating, modifying, and analyzing custom database reports. This is the same hourly rate as in the previous contract period. The period of the agreement is effective November 9, 2018 for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Space Utilization Committee - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Lease Agreement with Tooney Town Early Learning Center, Inc., Tenant, for the rental of portion of the property known as Cecil Kirk Multi-Purpose Center, consisting of approximately 4,293 sq. ft. The period of the Lease Agreement is July 11, 2018 through June 10, 2021, with one three-year renewal period.

**AMOUNT OF MONEY AND SOURCE:**

<u>Initial Term</u>		
<u>Year</u>	<u>Monthly</u>	<u>Annual</u>
1	\$1,677.97	\$20,135.61
2	\$1,736.70	\$20,840.35
3	\$1,797.48	\$21,569.77
<u>Renewal Term</u>		
1	\$1,860.39	\$22,324.71
2	\$1,736.70	\$20,840.35
3	\$1,992.90	\$23,914.79

**BACKGROUND/EXPLANATION:**

The leased premises will be used as a child day care center.

The Tenant will be responsible for all equipment, insurance and licensing necessary for the operation of the Tenant's programs. The Tenant will keep the leased premises in good order and condition including routine maintenance and repairs, minor improvements, janitorial services, pest control and security.

The Landlord will be responsible for utilities serving the leased premises to include oil, gas, electric and water. The Landlord



**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Space Utilization Committee - cont'd

will also be responsible for maintaining the interior and exterior of the building.

The Lease Agreement is late because negotiations delayed the process.

The Space Utilization Committee approved this Lease Agreement on September 11, 2018.

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

AGENDA

BOARD OF ESTIMATES

10/24/2018

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Condemnations</u>			
1. Antione T. Knight	3022 Woodland Avenue	L/H	\$ 22,000.00
Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.			
2. Claude L. Williams	3029 Woodland Avenue	L/H	\$ 14,375.00
Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.			
3. Francisco G. Zeledon	3035 Woodland Avenue	L/H	\$ 1,000.00
Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.			

DHCD - Condemnations or Redemptions

4. Jacqueline L. Billing	2723 Tivoly Avenue	G/R \$65.00	\$ 433.34
Funds are available in account 9910-904326-9588-900000-704040, CHM Project.			
5. Thelma H. Hengemihle	2750 Tivoly Avenue	G/R \$96.00	\$ 640.00
Funds are available in account 9910-904326-9588-900000-704040, CHM Project.			

AGENDA

BOARD OF ESTIMATES

10/24/2018

OPTIONS/CONDEMNATION/QUICK-TAKES:

DHCD - cont'd

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
6. William Paul Gray and Gertrude A. Gray	2756 Tivoly Avenue	G/R \$72.00	\$ 480.00

Funds are available in account 9910-904326-9588-900000-704040,  
CHM Project.

7. Beulah W. Lamb, Life Tenant	2778 Tivoly Avenue	G/R \$90.00	\$ 600.00
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Funds are available in account 9910-904326-9588-900000-704040,  
CHM Project.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for these properties.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Mayor's Office of Human Services - Ratification of Amendment  
No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify Amendment No. 1 to the Agreement with Fund for Educational Excellence, Inc. This ratification extends the period of Amendment No. 1 to Agreement through October 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 1001-000000-4460-798400-603051

**BACKGROUND/EXPLANATION:**

On October 4, 2017, the Board approved the Agreement with the Fund for Educational Excellence, Inc. for the period September 1, 2017 through June 30, 2018. Funds from this agreement were used to cover the personnel costs of an Out-of-School-Time (OST) Manager, Contracts Process & System Development who is working on citywide initiatives with the Baltimore City Foundation and Baltimore City Public School system to effectively engage youth outside of formal school programming and oversee the internal grants management process. The Mayor's Office of Human Services humbly requests that the Board ratify this no-cost extension to allow remaining funds to be expended as the project concludes.

This request is late because of delays at the administrative level.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Mayor's Office of Human Services - Provider Agreements

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

**1. THE UNITED WAY OF CENTRAL MARYLAND, INC. \$36,800.00**

Account: 1001-000000-1772-512700-603051

The Head Start Program is required by 45 CFR 1302.92 to establish and implement a systematic approach to staff training and professional development designed to assist staff in acquiring the knowledge and skills needed to provide high quality, comprehensive services within the scope of their job responsibilities. The United Way of Central Maryland, Inc. will provide research based, coordinated trainings to Head Start Family Services Coordinators with the goal of standardizing case management services across Baltimore City Head Start. Upon completing the nine month program, Family Services staff will receive a Case Management Certification which is now required by Head Start Performance Standards in order to be better prepared at coaching and case managing the families of the children enrolled in the Program. The period of the agreement is October, 1, 2018 through June 30, 2019.

**2. HARFORD COUNTY, MARYLAND \$244,945.00**

Account: 4000-490819-3573-763206-603051

Baltimore City is the grantee for the Baltimore Eligible Metropolitan Statistical Area (BEMSA) for the Housing Opportunities for People with AIDS (HOPWA) program. BEMSA includes Baltimore City and following counties: Baltimore, Anne Arundel, Carroll, Harford, Howard and Queen Anne's. Harford County will use funds to provide rental assistance to

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

MOHS - cont'd

low-income individuals or to families who have a family member with AIDS. The period of the agreement is July 1, 2018 through June 30, 2021.

The agreement is late because of a delay in receiving the budget from Harford County.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

EXTRA WORK ORDERS

\* \* \* \* \*

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

39 - 41

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

AGENDA

BOARD OF ESTIMATES

10/24/2018

EXTRA WORK ORDERS

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

Department of Transportation/  
DOT Contract Administration

- |    |   |   |            |     |
|----|---|---|------------|-----|
| 1. | EWO #001, \$99,900.00 - TR 18004, Reconstruction of Alleys Citywide |   |            |     |
|    | \$785,995.00      \$0.00  | P & J Con-<br>tracting<br>Company,<br>LLC | 45<br>days | 31% |

This authorization is requested on behalf of the Department of Planning to reconstruct the alley behind the rear of 4816/4856 Pimlico Road and the rear of 2901/3011 Oakley Avenue. A 45-day time extension is also being requested. The original contract expires on March 11, 2019 and the additional time will result in a new completion date of April 25, 2019. An Engineer's Certificate of Completion has not been issued.

**MWBOO SET GOALS OF 25% FOR MBE AND 13% FOR WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Department of Public Works/Office  
of Engineering and Construction

- |    |  |  |   |     |
|----|--|--|---|-----|
| 2. | EWO #005, \$395,000.00 - WC 1190, Montebello Filtration Plant 1 Improvements - Electrical Distribution |  |   |     |
|    | \$12,083,000.00    \$20,330.00   | The Whiting-<br>Turner Con-<br>tracting<br>Co., Inc. | - | 40% |

The Office of Engineering & Construction requests approval of the proposed Change Order for W.C. 1190. While excavating for



AGENDA

BOARD OF ESTIMATES

10/24/2018

EXTRA WORK ORDERS

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

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

the generator equipment pad, an old buried structure was found. After the investigation, it was determined that it was the Roundhouse Foundation built in 1911 and demolished in the 1960's. The Design Engineer, Whitman, Requardt & Associates, LLP acknowledged that they had inadvertently omitted to show it on the drawings. Subsequent discussions with Whitman, Requardt & Associates, LLP, Environmental Services, the Plant Personnel, and Construction Management took place. It was agreed to move the equipment from the old foundation to preserve the integrity of the Montebello-Cromwell finished water tunnel that is directly underneath the Roundhouse foundation. The Department concluded that placing a fuel tank over the tunnel was too risky, as well, vibration caused by the demolishing of the foundation walls for the ductbanks and vaults could jeopardize the integrity of the tunnel. The Office of Engineering & Construction directed Whitman, Requardt & Associates, LLP to redesign the generator, fuel tank, load bank and primary switchgear of the Roundhouse foundation at no additional cost to the City. The Office of Engineering & Construction put Whitman, Requardt & Associates, LLP on notice that the City will seek compensation for the additional construction costs that resulted from their design omissions.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**EXTRA WORK ORDERS**

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

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

The Proposed Change Order (PCO) covers the cost of additional ductbank, modifying grounding grids, an additional vault, asphalt, and changes to the equipment.

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

The scope of the construction project includes Electrical Improvements at Montebello Filtration Plant I. This EWO is within the original scope of work and was requested by the Contractor.

**MBE/WBE PARTICIPATION:**

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goals of 27% and the WBE goals of 8% assigned to the original agreement.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Recreation and Parks - Comprehensive Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Comprehensive Grant Agreement for Recreation and Parks Related Enhanced Services with South Baltimore Gateway Partnership Community Impact District Management Authority D/B/A South Baltimore Gateway Partnership (SBGP). The period of the Agreement is effective upon Board approval through June 30, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$551,500.00 - 6000-600618-4781-363600-607004 (FY 18)  
229,100.00 - 6000-600619-4781-363600-607004 (FY 19)  
\$780,600.00

**BACKGROUND/EXPLANATION:**

The Office of the Mayor working in consultation with the Baltimore Casino Local Development Council has managed the allocation of Casino Local impact Grant (LIG) funding designated for community and economic development and infrastructure improvements in the neighborhoods, parks and industrial areas in the vicinity of the Horseshoe Casino, collectively known as the South Baltimore Gateway Partnership (SBGP) consistent with Section 9-1A-31 of the State of Governmental Article. No later than June 30 of each year, the Department will submit to the Board, for approval, a letter identifying the projected grant funds for the applicable fiscal year. The letter will include the Annual Projected Schedule of Projects (aka Exhibits A and B) as indicated in Section 2.2 of the agreement. The SBGP will reimburse the Department for expenditures related to strategic focus areas identified for community development and revitalization during FY 18 and FY 19. Exhibits A and B provide detailed descriptions of the projects to be reimbursed under this Agreement. The Department will confirm its completion of each project identified and approved by the SBGP and will invoice the SBGP accordingly for all related and preapproved

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Recreation and Parks - cont'd

expenses during each fiscal year. The SBGP will remit payment to the Department within (30) days of its receipt of the invoices, supporting documentation, and Check Request Form.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 09 to Mahan Rykiel Associates, Inc. under Project 1233, On-Call Design Services. The period of the Task Assignment is 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$11,438.57 - 9938-912120-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include design services for the Thomas J. D'Alesandro Jr./St. Leo's Bocce Park.

**MBE/WBE PARTICIPATION:**

**MBE:** 17.67%

**WBE:** 9.80%

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

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$20,000.00	9938-911120-9475	9938-912120-9474
General Funds	St. Leo's Bocce Park Improvements (Reserve)	St. Leo's Bocce Park Improvements (Active)

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Recreation and Parks - cont'd

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1233, Task No. 09.

(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**

**10/24/2018**

Fire Department - Training Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Training Grant Agreement with the Maryland Institute for Emergency Medical Services Systems for the FY 2019 Emergency Medical Dispatch Training. The period of the Training Grant Agreement is effective upon Board approval through June 15, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000.00 - 5000-506919-2151-230500-405001

**BACKGROUND/EXPLANATION:**

This grant will provide emergency medical dispatch recertification training for members of the Department. There are no future obligations of the Department or the City as a result of the receipt of this grant.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Transportation (DOT) - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	<b>1401 S. HANOVER STREET, LLC</b>	<b>1570</b>	<b>\$225,657.00</b>

1401 S. Hanover Street, LLC would like install water, sewer, storm and road improvements to its proposed new building located at 1405-1409 South Hanover Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$225,657.00 has been issued to 1401 S. Hanover Street which assumes 100% of the financial responsibility.

2.	<b>ST. MICHAEL'S REDEVELOPMENT PARTNERS, LLC</b>	<b>1554</b>	<b>\$ 25,135.00</b>
----	--	-------------	---------------------

St. Michael's Redevelopment Partners, LLC desires to upgrade an existing water service in the renovation of 1900-1920 East Lombard Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$25,135.00 has been issued to St. Michael's Redevelopment Partners, LLC which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Transportation - Partial Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for the Partial Release of Retainage to Highlander Contracting, Co., LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$195,265.00 - 9962-908070-9562-000000-200001

**BACKGROUND/EXPLANATION:**

Highlander Contracting Co., LLC has requested a Partial Release of Retainage on Contract No. TR16018. All work on Contract No. TR 16018 is substantially completed and all punch list items complete. The City holds funds in the amount of \$197,265.00. The Contractor requested a Partial Release in the amount of \$195,265.00. The remaining \$2,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04.81 of Specifications, a "Conditional Inspection" for Contract No. TR16018 Conduit Systems Reconstruction @ Various Locations City (JOC) was held on February 7, 2018.

**MBE/WBE PARTICIPATION:**

Highlander Contracting Co., LLC has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

**MWBOO HAS APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreement for the Partial Release of Retainage has been approved by the Law Department as to form and legal sufficiency).

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Transportation - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	2500 Fait Avenue	Edward D. Kelch	ADA ramp 8'x3'
	\$ 70.30 - Flat Charge		
2.	1801 W. North Avenue	Joey Bee, LLC	ADA ramp 26'6"x4'
	\$ 70.30 - Flat Charge		
3.	750 E. Pratt Street	750 East Pratt Street, LLC	Single face electric sign 49.58 sq. ft.
	\$1,041.18 - Flat Charge		
4.	5604 York Road	Accelerator, LLC	One double face electric sign 15.93 sq. ft.
	\$ 253.29 - Flat Charge		
5.	2700 Remington Avenue	Miller's Square, LLC	Three bracket signs, one @ 1.62x6.66', one @ .95'x3.8', one @ 12'x2'
	\$ 475.80 - Flat Charge		

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Transportation - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	21-23 N. Howard Street	Harar Real Estate LLC	Awning w/ signage 10.83'x3'
	\$ 272.92 - Annual Charge		
7.	850 W. 36 <sup>th</sup> Street	John Antonopoulos	Outdoor seating 20'x4'
	\$ 337.50 - Annual Charge		

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Transportation - Phase II Energy  
Performance Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Phase II Energy Performance Agreement with Johnson Controls, Inc. (JCI). The period of the Phase II Energy Performance Agreement is effective upon Board approval through the completion of the submitted Scope of Work.

**AMOUNT OF MONEY AND SOURCE:**

\$916,145.00 - Master Lease & Energy Savings

**BACKGROUND/EXPLANATION:**

On June 13, 2018, the Board approved the Phase I Energy Performance Agreement with the JCI to perform the comprehensive energy efficiency and guaranteed savings program.

The JCI's report and proposal for Phase I of the Energy Performance Agreement was acceptable to the City and now the City wishes to enter into an agreement for the Phase II Energy Performance Contracting Project. The JCI will finalize the installation and provide other services as may be set forth to reduce the City's energy consumption and maintenance costs on street lights throughout the City.

The Scope of Work includes the geographic area for the lighting replacements and/or retrofits which includes half of the City of Baltimore, from the west side of Charles Street over to the City line.

The City is now requesting to retain JCI to complete the installation and to provide project management and other services for the B'More Bright Street Lighting Conversion Project.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Transportation - cont'd

The project will be financed by the City through a Master Lease Agreement Loan that was approved by the Board of Estimates on May 16, 2018 and will be provided by the City's Bureau of Treasury Management. The annual loan payments will be made by the City utilizing funds that will be saved by the reduction of energy consumption through implementing the scope as proposed by JCI.

**MBE/WBE/DBE PARTICIPATION:**

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 19% MBE goals and the 14% WBE goals established in the original agreement.

<b>MBE:</b> Rife International, LLC	\$203,130.00	22.2%
<b>WBE:</b> PEER Consultants, P. C.	\$130,000.00	14.2%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreement with The Community Law Center, Inc. The period of the CDBG Agreement is one year beginning July 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$81,300.00 - 2089-208919-5930-423629-603051

**BACKGROUND/EXPLANATION:**

The CDBG Agreement will provide free legal services, direct legal representation and technical assistance to community-based organizations that serve low- and moderate-income areas of Baltimore City. Legal services and technical assistance will be provided by staff attorneys or volunteer attorneys to address such issues as drug nuisances, illegal dumping and the elimination of vacant blighting properties.

**MBE/WBE PARTICIPATION:**

**FOR FY 2018, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$28,701.00, AS FOLLOWS:**

**MBE: \$7,749.27**

**WBE: \$2,870.10**

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

DHCD - cont'd

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

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

Upon approval of the resolution and submission of the Annual Action Plan to HUD on August 8<sup>th</sup>, DHCD's Contracts Section began negotiating and processing CDBG agreements as outlined in the Plan to be effective July 1, 2018 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

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

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

- |   |              |         |
|---|--------------|---------|
| 1. <u>ENERGYCAP, INC.</u>   | \$ 50,000.00 | Renewal |
| Contract No. 08000 - EnergyCap Maintenance Support and Bill CAPture Services - Department of Public Works - Energy - P.O. No. P533179 |              |         |

On October 15, 2015, the City Purchasing Agent approved the initial award in the amount of \$8,365.00. The award contained four 1-year renewal options. An amendment and two renewals have been approved. This third renewal in the amount of \$50,000.00 is for the period August 1, 2018 through July 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement.

- |  |               |         |
|--|---------------|---------|
| 2. <u>MOSAIC GLOBAL SALES, LLC</u>   | \$ 300,000.00 | Renewal |
| Contract No. B50003722 - Hydrofluorosilicic Acid for Water Treatment Plants - Department of Public Works - Energy - P.O. No. P530639 |               |         |

On October 15, 2014, the Board approved the initial award in the amount of \$662,000.00. The award contained three renewal options. Subsequent actions have been approved. This final renewal in the amount of \$300,000.00 is for the period November 15, 2018 through November 14, 2019. The above amount is the City's estimated requirement.



AGENDA

BOARD OF ESTIMATES

10/24/2018

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 Procurement

**MBE/WBE PARTICIPATION:**

On August 20, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |               |         |
|--|---------------|---------|
| 3. CHESAPEAKE FLOW SOLUTIONS, LLC  | \$ 100,000.00 | Renewal |
| Contract No. B50004772 - Instruments and Instrumentation Parts - Department of Public Works - Wastewater Facilities - P.O. No. P537536 |               |         |

On November 9, 2016, the Board approved the initial award in the amount of \$150,000.00. The award contained four 1-year renewal options. On October 4, 2017, the Board approved the first renewal in the amount of \$200,000.00. This second renewal is for the period November 15, 2018 through November 14, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 12, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |   |                |         |
|---|----------------|---------|
| 4. USALCO, LLC  | \$2,250,000.00 | Renewal |
| Contract No. B50004799 - Aluminum Sulfate - Department of Public Works - Wastewater Facilities - P.O. No. P537783 |                |         |

On December 7, 2016, the Board approved the initial award in the amount of \$2,000,000.00. The award contained four 1-year

AGENDA

BOARD OF ESTIMATES

10/24/2018

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 Procurement

renewal options. On December 13, 2017, the Board approved the first renewal in the amount of \$2,500,000.00. This second renewal in the amount of \$2,250,000.00 is for the period January 1, 2019 through December 31, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 11, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |                        |                |         |
|--|------------------------|----------------|---------|
| 5.   | PVS TECHNOLOGIES, INC. | \$3,000,000.00 | Renewal |
| Contract No. B50004332 - Ferric Chloride for Wastewater Treatment Plants - Department of Public Works - Wastewater Facilities - P.O. No. P533569 |                        |                |         |

On November 18, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$3,000,000.00 is for the period November 18, 2018 through November 17, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 29, 2015, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

- |   |               |         |
|---|---------------|---------|
| 6. LIBERTY LUMBER & SUPPLY<br>CO., INC. d/b/a PIKESVILLE<br>LUMBER COMPANY  | \$ 100,000.00 | Renewal |
| Contract No. B50004259 - Supply and Deliver Lumber to Various City Agencies - Departments of Public Works, Transportation, General Services, Fire Department, Police Department and Recreation and Parks, etc. - P.O. No. P533605 |               |         |

On November 18, 2015, the Board approved the initial award in the amount of \$250,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$100,000.00 is for the period December 1, 2018 through November 30, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On August 3, 2015, MWBOO determined that no goals would be set because there is no opportunity to segment the contract. This is solely for the purchase of lumber.

**MWBOO GRANTED A WAIVER.**

- |  |               |         |
|--|---------------|---------|
| 7. SHANNON-BAUM SIGNS, INC.  | \$ 250,000.00 | Renewal |
| Contract No. B50004386 - Decals and Striping - Departments of General Services, Fire, Police and Sheriff's Office - P.O. No. P534281 |               |         |

On January 20, 2016, the Board approved the initial award in the amount of \$250,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$250,000.00 is for the period January 20, 2019 through January

AGENDA

BOARD OF ESTIMATES

10/24/2018

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 Procurement

19, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 1, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |         |         |
|--|---------|---------|
| 8. BELAIR ROAD SUPPLY COMPANY,<br>INCORPORATED | \$ 0.00 | Renewal |
|--|---------|---------|
- Contract No. B50004699 - Water Meter Expansion Connectors -  
Department of Public Works - Revenue Measuring and Billing -  
P.O. No. P537208

On October 12, 2016, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. This first renewal in the amount of \$0.00 is for the period October 12, 2018 through October 11, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On June 29, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/24/2018

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 Procurement

9. FIRST CALL

NORRIS CHESAPEAKE TRUCK  
SALES, LLC

SECOND CALL (1<sup>ST</sup> CALL FOR WARRANTY)

HARBOR TRUCK SALES AND  
SERVICE, INC. t/a BALTIMORE  
FREIGHTLINER

	\$1,500,000.00	Renewal
--	----------------	---------

Contract No. B50003751 - O.E.M. Parts and Service for  
Freightliner Trucks - Department of General Services - Fleet  
Management - P.O. Nos. P529415 and P529416

On November 12, 2014, the Board approved the initial award in the amount of \$1,500,000.00. The award contained two renewal options. On October 18, 2017, the Board approved the first renewal in the amount of \$1,500,000.00. This final renewal in the amount of \$1,500,000.00 is for the period December 1, 2018 through November 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 19, 2014, MWBOO determined that no goals would be set because there is no opportunity to segment the contract. There are currently no MBEs or WBEs certified to provide these parts or service.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

- 10. VERITIV OPERATING COMPANY  
f/k/a UNISOURCE, INC.  
CENTRAL NATIONAL-GOTTESMAN,  
INC. d/b/a LINDENMEYR MUNROE  
B.W. WILSON PAPER COMPANY,  
INC.  
TSRC, INC. d/b/a FRANK  
PARSONS BUSINESS PRODUCTS,  
INC.

\$300,000.00	Renewal
--------------	---------

Contract No. 06000 - Provide Various Cuts, Types and Weights of Paper - Department of Finance/Digital Document Division - P.O. No. P529255

On November 5, 2014, the Board approved the initial award in the amount of \$200,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$300,000.00 is for the period November 5, 2018 through November 4, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 4, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- 11. L/B WATER SERVICE,  
INC. Ratification  
and Renewal
- |         |  |
|---------|--|
| \$ 0.00 |  |
|---------|--|
- Contract No. 08000 - Various Repair Parts - Sensus Meters - Department of Public Works - Water and Wastewater - Revenue Measuring and Billing - P.O. No. P532200

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

On July 22, 2015, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. The water meter manufactured by Sensus is one of the standardized meters used by the Department of Public Works. Sensus meters are patented items and L/B Water Service is the sole authorized supplier of parts for the Baltimore area. The period of the ratification is August 1, 2018 through October 23, 2018. This first renewal in the amount of \$0.00 is for the period October 24, 2018 through July 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. Sole source.

12. J.G.B. ENTERPRISES, INC.	\$ 0.00	Ratification and Renewal
Contract No. B50003531 - Various Hoses and Accessories - Department of Public Works - P.O. No. P527911		

On June 25, 2014, the Board approved the initial award in the amount of \$248,656.71. The award contained three 1-year renewal options. On August 9, 2017, the Board approved the first renewal in the amount of \$100,000.00. The period of the ratification is July 17, 2018 through October 25, 2018. This second renewal in the amount of \$0.00 is for the period October 26, 2018 through July 16, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

13. VICTOR STANLEY, INC.	\$150,000.00	Ratification and renewal
Contract No. B50003548 - 24 Gallon Liter Receptacles & 24 Gallon Plastic Liners - Department of Public Works, Bureau of Solid Waste - P.O. No. P528088		

On June 16, 2014, the Board approved the initial award in the amount of \$159,150.00. The award contained three renewal options. Subsequent actions have been approved. The ratification is for the period July 16, 2018 through October 23, 2018. This final renewal in the amount of \$150,000.00 is for the period October 24, 2018 through July 15, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On May 16, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for purchase of the following commodities: 24 gallon Liter Receptacles and 24 Gallon Plastic Liners. There are no services provided under this contract.

**MWBOO GRANTED A WAIVER.**

14. A & A GLOVE AND SAFETY COMPANY	\$ 47,505.00	Award
Solicitation No. B50005547 - Paper Lawn and Leaf Bags - Department of Recreation and Parks - Req. No. R802567		



AGENDA

BOARD OF ESTIMATES

10/24/2018

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 Procurement

**MBE/WBE PARTICIPATION:**

Vendors were solicited by posting on CitiBuy. On October 2, 2018 the sole bid received was opened and is considered fair and reasonable. Award is recommended to the lowest responsive and responsible bidder. The period of the award is October 25, 2018 through October 24, 2019, with two 1-year renewal options.

**MBE/WBE PARTICIPATION:**

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

- |   |              |       |
|---|--------------|-------|
| 15. ORDORITE COMPANY OF<br>BALTIMORE, INC.  | \$ 48,900.00 | Award |
| Solicitation No. B50005549 - Supply Cleaning Products -<br>Baltimore Convention Center - Req. No. R802579 |              |       |

Vendors were solicited by posting on CitiBuy. On September 28, 2018, two bids were received and opened. Award is recommended to be made to the lowest responsive and responsible bidder. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |   |                |                                    |
|---|----------------|------------------------------------|
| 16. VEOLIA ENERGY BALTIMORE<br>COOLING LLP  | \$4,000,000.00 | Chilled Water<br>Service Agreement |
| Contract No. 06000 - Chilled Water Services - Department of<br>General Services - Building Maintenance - Req. No. R808719 |                |                                    |

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

The Board is requested to approve and authorize execution of the Chilled Water Service Agreement with Veolia Energy Baltimore Cooling LLP. The period of the agreement is October 24, 2018 through August 31, 2020, with one 2-year renewal option.

The vendor provides chilled water cooling to the designated buildings, with the company's infrastructure attached to and running through these facilities. No other company offers these services for the building locations, and there is no practical and affordable alternative to chilled water cooling at these locations. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. The contract is for providing a public utility services.

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

- |   |              |         |
|---|--------------|---------|
| 17. AGATHOS LABORATORIES, INC.  | \$ 49,918.97 | Low Bid |
| <u>Solicitation No. B50005553 - Needles for the Needle Exchange - Department of Health - Req. No. R802703</u> |              |         |

Vendors were solicited by posting on CitiBuy. On September 25, 2018, six bids were received and opened. Award is recommended to the lowest responsive and responsible bidder. This contract is for the Needle Exchange Program for the Department of Health.

**MBE/WBE PARTICIPATION:**

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



AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

19. P & J CONTRACTING  
CO., INC.

K & K ADAMS, INC.	\$3,000,000.00	Increase
Contract No. B50004150 - Baltimore City Building Demolition - Dept. of Housing and Community Development and Dept. of General Services - P.O. No. P533596 & P533597		

On November 4, 2015 the Board approved the initial award in the amount of \$12,000,000.00. The award contained one 1-year renewal option. On May 31, 2017, the Board approved an increase in the amount of \$12,000,000.00. This increase is necessary to continue providing services during the remainder of the current period. This increase will make the award amount \$27,000,000.00. The contract expires on November 30, 2018, with one 1-year renewal option remaining.

MBE/WBE PARTICIPATION:

P & J Contracting Company, Inc.

<b>MBE:</b> *P&J Contracting Company, Inc.	27%	\$1,560,088.36	(44.8%)
<b>WBE:</b> Hopkins Fuel Oil Co.	10%	\$ 214,461.32	( 6.2%)
The Donne Group, LLC		133,678.00	( 3.8%)
Falls Way Construction, LLC		13,965.00	( 0.4%)
		<u>\$ 362,104.32</u>	

\*Indicates Self Performance - 50% of work performed is credited to the overall MBE Goal.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

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

Bureau of Procurement

K & K Adams, Inc.

<b>MBE:</b> *K&K Adams, Inc.	35.9%	\$1,667,738.00	(14.50%)
JJ Adams Fuel Oil	5.0%	69,085.08	( 0.00%)
Spence Trucking, Inc.	8.0%	42,424.25	( 0.74%)
Solomon's Termite & Pest	1.0%	21,370.00	( 0.37%)
**K&K Environmental	0.0%	62,210.00	( 1.08%)
	<b>27.0%</b>	<b>\$1,800,617.33</b>	<b>(16.81%)</b>

<b>WBE:</b> Ball & Breckenridge Trucking, Inc.	4.0%	\$270,693.75	(14.50%)
The Dirt Express Company	6.0%	0.00	( 0.00%)
**Gray Transport, Inc.	0.0%	47,693.70	( 0.83%)
Rowen Concrete	0.0%	44,905.81	( 0.78%)
	<b>10.0%</b>	<b>\$270,693.75</b>	<b>( 4.71%)</b>

\* Indicates self-performance, thus, 50% of the total work is credited towards the MBE goals.

\*\* The sub-contractor was not approved for utilization on this contract, therefore the work performed does not count towards the MBE or WBE goals.

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

On June 12, 2015, MWBOO set goals of 27% MBE and 10% WBE. On September 4, 2018 P&J Contracting Co., Inc. was found compliant. On September 12, 2018 K&K Adams, Inc. was found non-compliant.

It is recommended that the vendor be given 10 days to present to MWBOO an acceptable plan to come into compliance.

20. BHAYANA BROTHERS, LLC      \$35,000.00      Sole Source  
 Contract No. 06000 - Fabricated Steel Poles - Department of  
 Transportation - Req. No. 795046

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

Vendors were solicited by posting on CitiBuy and eMaryland Marketplace, as Solicitation B50005517 and again as Solicitation B50005551 with no responses. It is requested to award to the agency's recommended vendor. The vendor will supply the City's entire requirement, be it more or less.

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

**MBE/WBE PARTICIPATION:**

Not applicable. The award is below the MBE/WBE subcontracting threshold.

21. GEIGER PUMP & EQUIPMENT

COMPANY	\$500,000.00	Sole Source
Contract No. 08000 - ITT Goulds and ITT Allis Chalmers OEM Pumps and Parts - Department of Public Works - Back River Waste Water Facilities - Req. No. R799605		

The Vendor is the manufacturer's sole authorized distributor of these products which must be compatible with currently installed equipment at the water treatment plant. The vendor will supply the City entire requirement, be it more or less. The period of the award is October 24, 2018 through October 23, 2021.

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

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

MBE/WBE PARTICIPATION:

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

- 22. LORENZ LAWN & LANDSCAPE, INC. d/b/a LORENZ, INC. \$100,000.00 Extension  
Contract No. B50002273 - Mowing, Maintenance and Landscaping - Department of Public Works - P.O. No. P520135

On May 9, 2012, the Board approved the initial award in the amount of \$156,800.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to allow for the continuation of providing mowing services through the end of the mowing season. The extension is for the period May 8, 2018 through November 30, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On January 18, 2012, MWBOO set goals of 15% MBE and 5% WBE. On October 1, 2018, Lorenz Lawn and Landscape, Inc. was found in compliance.

Lorenz, Inc.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> 4 Evergreen Lawn Care	15%	\$20,155.12	16.0%
<b>WBE:</b> Fouts Lawn Care Corp. Inc.	5%	\$ 7,559.82	6.0%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

23. SCHRIEBER TRANSLATIONS, INC.	\$ 20,000.00	Extension
<hr/>		
State of Maryland Contract No. 050B3400002 - Statewide Language Interpretation Services (Written) - Health Department, Mayor's Office, Department of Public Works, etc. - P.O. No. P521506		

On October 1, 2012, the City Purchasing Agent approved the initial award in the amount of \$4,800.00. The award contained four renewal options. Subsequent actions have been approved and all renewals have been exercised. This contract was competitively bid by the Maryland State Department of Budget and Management. The City of Baltimore is currently utilizing the Maryland State Contract for the services listed under the scope of work. The State has extended its contract through December 31, 2018. An extension is necessary to for the continuation of translation services for various City agencies until a new contract is awarded by the State. The period of the extension is December 1, 2018 through December 31, 2018. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

24. LANGUAGE LINE SERVICES, INC.	\$ 20,000.00	Extension
<hr/>		
State of Maryland Contract No. 050B3400002 - Statewide Language Interpretation Services (Telephonic) - Police, Health, Public Works, Fire, etc. - P.O. No. P521528		

On September 27, 2012, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained four renewal options. Subsequent actions have been approved and all renewal options have been exercised. This award was



AGENDA

BOARD OF ESTIMATES

10/24/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

competitively bid by the Maryland State Department of Budget and Management. The City of Baltimore is currently utilizing the Maryland State Contract for Statewide Language Interpretation Services (Telephonic). The State has extended its contract through December 31, 2018. An extension is necessary for the continuation of translation services for various City agencies until a new contract is awarded by the State. The extension is for the period December 1, 2018 through December 31, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Public Works/Office - On-Call Agreement  
of Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an On-Call Agreement with Hazen & Sawyer under Project No. 1804 (Formerly Project No. 1279) On-Call Project and Construction Management Assistance. The period of the agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000,000.00 - Upset limit

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is in need of On-Call Project and Construction Management Assistance for the purpose of supporting various Office of Engineering & Construction projects.

The scope of the original agreement includes, but is not limited to assisting the City Construction Management Division with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review and processing of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support on an as needed basis.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

**MWBOO SET GOALS OF 29% FOR MBE AND 10% FOR WBE.**

<b>MBE:</b> Savin Engineers, PC	\$ 350,000.00	7.00%
Bryant and Associates	400,000.00	8.00%
DME	700,000.00	14.00%
Total	<b>\$1,450,000.00</b>	<b>29.00%</b>

<b>WBE:</b> Albrecht Engineering, Inc.	\$ 150,000.00	3.00%
Ross Technical Services, Inc.	350,000.00	7.00%
Total	<b>\$ 500,000.00</b>	<b>10.00%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Public Works/Office - On-Call Agreement  
of Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an On-Call Agreement with Rummel, Klepper & Kahl under Project No. 1801 (Formerly Project No. 1279) On-Call Project and Construction Management Assistance. The period of the agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000,000.00 - Upset limit

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is in need of On-Call Project and Construction Management Assistance for the purpose of supporting various Office of Engineering & Construction projects.

The scope of the original agreement includes, but is not limited to assisting the City Construction Management Division with construction monitoring and inspection preparation of daily reports, maintenance of project records and documentation, review and processing of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support on an as needed basis.

**MBE/WBE PARTICIPATION:**

The Contractor will comply with Article 5, Subtitle 28 of the Baltimore City Code.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

**MWBOO SET GOALS OF 29% FOR MBE AND 10% FOR WBE.**

<b>MBE:</b> Baker Engineering Services, Inc.	\$ 250,000.00	5%
Bryant and Associates	350,000.00	7%
DME	250,000.00	5%
Jackson and Tull Chartered Engineers	350,000.00	7%
Sidhu Associates, Inc.	250,000.00	5%
Total	<u>\$1,450,000.00</u>	<u>29%</u>

<b>WBE:</b> Ross Technical Services, Inc.	\$ 250,000.00	5%
Constellation Design Group, Inc.	250,000.00	5%
Total	<u>\$ 500,000.00</u>	<u>10%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

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

The Board is requested to approve the assignment of Task No. 002 to CC Johnson & Malhotra, P.C., Consultant, under Project No.1238C, On-Call Mechanical Engineering Services. The period of the Task Assignment is approximately 14 months.

**AMOUNT OF MONEY AND SOURCE:**

\$305,163.00 – 9956-904937-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is requesting approval of Task 002, Rehabilitation of the Jones Falls Pumping Station for CC Johnson & Malhotra, P.C., under its Project No. 1238C, On-Call Mechanical Engineering Services.

This Task 002 is required for CC Johnson & Malhotra, P.C. to provide Engineering Services for the Rehabilitation of the Jones Falls Pumping Station.

The scope of the original agreement includes: On-Call Mechanical Consulting engineering services for various Water & Wastewater Facilities including Treatment Plants and Pumping Stations on an as needed basis.

The Consultant, CC Johnson & Malhotra, P.C. will perform an evaluation and assessment of the Jones Falls Pumping Station including, but not limited to the pumps, wetwell capacity, screens, heating ventilation & air conditioning (HVAC) system, motor control center, variable frequency drives, existing standby generator, upgrading UPS and process control and instrumentation system, roof, window, doors, concrete repair, site security, and submit a draft/final design memorandum for City review and comment.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

Following acceptance of the design memorandum, the Consultant will prepare a design document for the rehabilitation of the Jones Falls Pumping Station which includes contract drawings, specifications, construction cost estimates, and provide assistance during the bidding period. The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission to design this project.

**MBE/WBE PARTICIPATION:**

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

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works (DPW)</u>		
1. \$135,000.00	9956-920032-9549	
Wastewater	Jones Falls Misc.	
Revenue	Electrical	
Bonds		
135,000.00	"	"
County		
Revenue		

AGENDA

BOARD OF ESTIMATES

10/24/2018

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DPW</u> - cont'd		
11,289.66	9956-905533-9549	
Wastewater	Annual Facilities	
Revenue	Improv.	
Bonds		
48,286.38	"	"
County		
<u>Revenue</u>		
<b>\$329,576.04</b>	-----	9956-904937-9551-3
		Design

This transfer will cover the costs associated with design services for Task No. 002, under Project No. 1238C, On-Call Mechanical Engineering Services.

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

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

The Board is requested to approve the assignment of Task No. 001 to KCI Technologies, Inc., under Project 1266K, On-Call Wastewater Engineering Services. The period of the Task Assignment is approximately 3 years.

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00 - 9956-905343-9551-900020-703032

**BACKGROUND/EXPLANATION:**

KCI Technologies, Inc. will provide field and technical engineering support for Wastewater Engineering Projects managed by the Office of Engineering and Constructions.

**MBE/WBE PARTICIPATION:**

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

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$270,000.00	9956-903569-9549	9956-905343-9551-3
Wastewater	Sanitary Sewer	Design
Revenue	Replace/Rehab	
Bond		

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

**TRANSFER OF FUNDS**

**AMOUNT**

**FROM ACCOUNT/S**

**TO ACCOUNT/S**

This transfer will cover costs of Project 1266K, On-Call Wastewater Engineering Services.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

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

The Board is requested to approve the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP, under Project 1178W, Patapsco Wastewater Treatment Plant Fine Screen Facility Rehab Study. The period of the Task Assignment is approximately 6 months.

**AMOUNT OF MONEY AND SOURCE:**

\$99,853.00 - 9956-02889-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of assistance from Whitman, Requardt & Associates, LLP to conduct a study on Patapsco Wastewater Treatment Plant's fine screens. The Patapsco Wastewater Treatment Plant has a Fine Screen Building containing existing Parkson Fine Screens and as part of normal maintenance and replacement of aging equipment the screens and associated appurtenance throughout the building, are in need of either repair or replacement. The City has identified areas of concern and equipment to be evaluated. The City would like a study to evaluate the identified concerns, as well as others that may be identified during site visits, and conceptual designs for preparation of construction documents.

**MBE/WBE PARTICIPATION:**

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

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

AGENDA

BOARD OF ESTIMATES

10/24/2018

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 73,332.04 County Revenue	9956-923027-9549 Patapsco Wastewater Treatment Plant Headworks	
\$ 34,509.20 <u>Revenue Bond</u>	" "	
<b>\$ 107,841.24</b>	-----	9956-902889-9551-3 Design

This transfer will cover costs of Project 1178W, Patapsco Wastewater Treatment Plant Fire Screen Facility Rehab Study, Task 007.

(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**

**10/24/2018**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 003 to STV, Inc. under project No. 1236S, On-Call Stormwater Study and Engineering Design Services in accordance with their proposal dated November 18, 2016. The period of the Task Assignment is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

(\$328,928.90) - 9958-930006-9520-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction was in need of design services to solve flooding issues at Spelman Road and Patapsco Avenue. The project's task expired on March 2018 without completing the project and exhausting all of the assigned funds. STV, Inc. wishes to credit the funds to the projects. This credit will facilitate future work which is within the original scope of the agreement.

On December 27, 2013, the Maryland Department of the Environment (MDE) reissued a National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer (MS4) permit to the City of Baltimore. The City prepared and submitted a Watershed Implementation Plan (WIP) as required by the MS4 Permit. The WIP project must be designed and constructed before the MS4 permit expires on December 26, 2018 to avoid stipulated penalties. STV, Inc. will provide design and biddable documents for Stormwater drainage system and storm water management projects listed in the WIP.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

Baltimore City Code and the MBE and WBE goals established in the original agreement. MWBOO set goals of:

**MBE:** 27.00%

**WBE:** 10.00%

Currently, the Consultant is not in compliance because the consultant is crediting the tasks that are not being utilized and the Department will be writing tasks will utilize the MBE/WBE funds to bring the Consultant into compliance.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 005 to Whitman, Requardt & Associates, LLP, under project No. 1227W, On-Call Stormwater Study and Engineering Design Services in accordance with their proposal dated January 4, 2016. The period of the Task Assignment is approximately 16 months.

**AMOUNT OF MONEY AND SOURCE:**

(\$317,501.29) - 9958-925007-9520-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction was in need of design services to solve flooding issues at North Point Road. The project task expired in September 2017 without completing the project and exhausting all of the assigned funds. Whitman, Requardt & Associates, LLP wishes to credit the funds to the projects. This credit will facilitate future work which is within the original scope of the agreement.

Under the scope of the original agreement, Whitman, Requardt & Associates, LLP will provide remediation of flooding and drainage issues, a design retrofitting of surrounding pond for water quality and biddable documents. This project is part of the Municipal Stormwater Permit's (M4) Watershed Implementation Plan. This project will help reduce frequent flooding along North Point Road and help to meet the City M4 pollution goals.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

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

Baltimore City Code and the MBE and WBE goals established in the original agreement.

**MBE:** 27.00%

**WBE:** 10.00%

Currently, the Consultant is in compliance with the goals set by MWBOO.

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Expenditure of Funds to pay dues for the National Association of Clean Water Agencies (NACWA). The period of the Membership is October 1, 2018 to September 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$27,560.00	-	2070-000000-5541-399300-603022
15,433.60	-	2071-000000-5541-398600-603022
2,756.00	-	2072-000000-5181-613400-603022
9,370.40	-	1001-000000-1901-190300-603022
<b>\$55,120.00</b>		

**BACKGROUND/EXPLANATION:**

The NACWA provides a viable option for public agencies as Clean Water Act regulations and enforcement continue to expand, making the case for a new approach that lets municipalities act as the drivers for prioritizing compliance with existing and new Clean Water Act regulations. The annual membership is for 18 Executives.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Bureau of Procurement - Acceptance of Technical Proposal  
and Opening of Price Proposal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the technical proposal for B50005249, Diversity and Labor Compliance System from AskReply, Inc. d/b/a B2Gnow, and open their package containing their price proposal.

The Board is further requested to authorize the return of the remaining price proposal to the proposer Early Morning Software d/b/a Prism Compliance Management found to be non-responsive by the Board.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On March 31, 2018, the Board opened two technical proposals for the Diversity and Labor Compliance System. Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. One of the proposals received was found responsive and subsequently reviewed by the evaluation committee for technical scoring. The responsive proposal scored by the evaluation committee met the City's minimum technical score requirements for price opening.

**A PROTEST WAS RECEIVED FROM EARLY MORNING SOFTWARE DBA PRISM COMPLIANCE MANAGEMENT.**

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contracts  
listed on the following pages:  
91 - 92  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

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

AGENDA

BOARD OF ESTIMATES

10/24/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works

- 1. WC 1385, Urgent Need Spiniello \$5,833,000.00  
 Water Infrastructure Companies  
 Rehabilitation &  
 Improvements - Phase I  
 FY 19

MBE/WBE PARTICIPATION:

**MWBOO SET GOALS OF 12% FOR MBE AND 5% FOR WBE.**

<b>MBE:</b> Economic International Construction Company, Inc.	\$408,500.00	7.00%
Machado Construction Company, Inc.	<u>292,000.00</u>	<u>5.00%</u>
	<b>\$700,500.00</b>	<b>12.00%</b>
<b>WBE:</b> R&R Contracting Utilities, Inc.	\$292,000.00	5.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
2. \$6,086,640.00	9960-921089-9558	
Water Revenue Bond	Water Infrastructure Rehab Urgent	
213,000.00	" "	
<u>County Revenue</u>		
<b>\$6,299,640.00</b>	-----	9960-911985-955-6 Construction

AGENDA

BOARD OF ESTIMATES

10/24/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works - cont'd

This transfer will cover costs of WC 1385, Urgent Need Water Infrastructure Rehabilitation & Improvements Phase I FY 19.

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

Bureau of Procurement

3.	B500005538, Truck Accessories	Acres Automotive Inc.	\$244,350.00
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Dept. of General Services,  
Fleet Management

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Strategic Alliance</u>			
1. James T. Smith	Baltimore Metropolitan Council, Chesapeake Connect 2018 New Orleans, LA Nov. 21 - 30, 2018 (Reg. Fee \$1,500.00)	General Funds	\$1,500.00

The registration fee in the amount of \$1,500.00 includes the hotel cost, roundtrip airfare, meals, ground transportation, and administrative fees. The registration fee was paid by EA000316569.

Mayor's Office of Criminal Justice

2. Lucane LaFortune	Maryland Human Trafficking Professionals Seminar Oct. 28 - 30, 2018 Ocean City, MD (Reg. Fee. \$0.00)	General Funds	\$ 496.89
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The subsistence rate for this location is \$172.00 per day. The hotel cost is \$88.00 per night, plus hotel taxes in the amount of \$3.96 per night, in addition to \$20.00 per night for hotel conference fees.

The hotel fees were prepaid on a City-issued credit card assigned to Ms. Renee Newton. Therefore, Ms. LaFortune will be disbursed \$272.97.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

Department of Audits - Refunds of Overpayments -  
Abandoned Property Report

**ACTION REQUESTED OF B/E:**

The Board is requested to accept the report and approve the recommendations of the Department of Audits on the refunds of overpayments for the abandoned property report.

**BACKGROUND/EXPLANATION:**

The Department of Audits conducted a review of claims for potential overpayments that remained either unclaimed or unresolved for three or more years. The Department of Finance, Bureau of Revenue Collections sent 47 claim forms to the potential claimants listed on the City's Abandoned Property Report for fiscal year 2015, dated July 03, 2018. The claim forms contained instructions to complete and return those forms to the Board of Estimates. Under procedures established by the Board of Estimates, twelve claim forms, requesting refunds totaling \$13,278.05, were received by the Board of Estimates and forwarded to the Department of Audits for review and recommendation.

The Department of Audits determined that \$9,438.03 represents valid refunds to nine claimants resulting from duplicate payments, miscellaneous tax credits or tax reassessment, and recommends that these refunds be approved for payment. It is further recommended that the \$9,438.03 be removed from the listing of abandoned property to be submitted to the State by the Department of Finance, Bureau of Revenue Collections.

The Department of Audits also determined that one potential claim received in the amount of \$1,712.64 exceeded the amount to be refunded to the claimant and should not have been included in the Abandoned Property Report. The remaining two claims totaling \$2,127.38 did not include the proper documentation with the filed claims. Therefore, it is recommended that the \$2,127.38 associated with these two claims be included in the listing of abandoned property to be submitted to the State.

**AGENDA**

**BOARD OF ESTIMATES**

**10/24/2018**

**PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/ - WC 1365, Berea Neighborhood  
Office of Engineering and and Vicinity Water Main  
Construction Rehabilitation  

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**BIDS TO BE RECV'D: 11/21/2018**  
**BIDS TO BE OPENED: 11/21/2018**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**