

## NOTICES:

On March 20, 2019, the Board of Estimates adopted the Regulations on Procurement, Protests, Minority and Women-owned Business Enterprise and Debarment/Suspension (Regulations) effective July 1, 2019. Pursuant to Section II. Protest Regulations:

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.
- b. Protests.
  1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or by an alternative date and time specified in the agenda for the next scheduled meeting.
  2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
  3. The written protest shall include:
    - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
    - b. A narrative description of the issues and facts supporting the protest; and
    - c. A description as to how the protestant will be harmed by the proposed Board action.
    - d. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.

c. Procurement Lobbyist

1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c) must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

d. Required Posting

The full provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's web site and the Secretary to the Board's web site.

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

NOTICES - cont'd:

1. SPECIAL NOTICE FOR OCTOBER 28, 2020, 9:00 A.M.  
BOARD OF ESTIMATES' MEETING

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1  
(408) 418-9388 (ACCESS CODE: 1297828724) AND/OR STREAM IT LIVE  
USING THE FOLLOWING LINK:  
<http://charmtvbaltimore.com/watch-live>

2. 12:00 NOON MEETING ANNOUNCEMENT OF BIDS  
AND OPENINGS

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING  
(443) 984-1696 (ACCESS CODE: 0817325) AND/OR STREAM IT LIVE  
USING THE FOLLOWING LINK:  
(<http://charmtvbaltimore.com/watch-live>)

## BOARD OF ESTIMATES' AGENDA - OCTOBER 28, 2020

### BOARDS AND COMMISSIONS

#### 1. Prequalification of Contractors

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:

Cashman Dredging and Marine Contracting Co., LLC	\$468,510,000.00
EJJ Enterprise Corp.	\$ 1,500,000.00
Goel Services, Inc.	\$ 8,000,000.00

#### 2. Prequalification of Architects and Engineers

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

A Square Plus Engineering Support Group, LLC	Engineer
CityScape Engineering, LLC	Engineer
Koffel Associates, Inc.	Engineer
O'Brien & Gere Engineers Inc.	Engineer
Unknown Studio Landscape Architecture & Urban Design, LLC	Landscape Architect

TRANSFERS OF FUNDS

\* \* \* \* \*

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

3

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

AGENDA

BOARD OF ESTIMATES

10/28/2020

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>			
1.	<b>\$ 120,000.00</b>	9991-945002-9587	9999-907570-9593
	Community	HCD Unallocated	Parks and People
	Development	Reserve	Darley Park
	Block		
	Grant 44		

This appropriation transfer will be used to fund a portion of the costs of the development of 1601, 1603, 1605, 1607, 1609, 1611, and 1613 Normal Avenue (the properties) as a public community park as an open space for residents, youth, and community stakeholders.

2.	<b>\$1,000,000.00</b>	9981-929986-9587	9981-949003-9593
	Community	Housing Repair	Deferred Loan
	Development	Assistance	Program
	Block		
	Grant 46		

This transfer will provide funds for the Deferred Loan Program FY21. This program provides loans to income-eligible owner-occupied households to make home repairs.

Department of Public Works

3.	<b>\$3,000,000.00</b>	9956-912127-9549	9956-903955-9551-6
	(Water Waste	(WC1248 Utility	(Construction)
	Revenue Bonds)	Billing Sys WW)	

This transfer will cover costs for Change Orders 4 and 5 of Project WC-1248 Muni Software/Balti-meter.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Real Estate/ - Renewal of License Agreement  
Baltimore City Office of  
Information & Technology

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the fourth option to renew the license agreement with The Towers of Harbor Court Condominium, Licensor, for the rental of a portion of the premises located at 10 E. Lee Street, being the roof of the East Tower building consisting of approximately 841 sq. ft. The period of the agreement is for one year commencing on October 1, 2020.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$88,570.32	\$7,380.86

Account Number: 2042-000000-1474-798100-603013

**BACKGROUND/EXPLANATION:**

The demised premises are used for the operation and maintenance of antennas, in conjunction with the 800 Megahertz system for the Fire and Police Departments of the City. The Board originally approved and executed the license agreement with the licensor for an initial term of one year on September 26, 2016, with an option to renew for nine terms of one year. This renewal is for the fourth term which will begin on October 1, 2020 through September 30, 2021.

Licensor will be responsible for maintenance and repairs, roof, and all common areas of the building and utilities. He will also be responsible for liability insurance, maintenance and repairs to equipment.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Real Estate - Renewals of Interdepartmental Lease Agreements

The Board is requested to approve the various Renewals of Interdepartmental Lease Agreements between the Department of General Services, Landlord, and the Baltimore City Police Department, Tenant, for the below-listed locations. The period of the lease renewal is July 1, 2020 through June 30, 2021.

	<u>Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
1.	1034 N. Mount Street Western District (approximately 22,481 sq. ft.)	\$18,827.84	\$ 225,934.05

On November 18, 2015, the Board approved the original lease agreement for the period July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

2.	2201 W. Cold Spring Lane Northern District (approximately 28,473 sq. ft.)	\$24,866.42	\$ 298,397.04
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On November 18, 2015, the Board approved the original lease agreement for the period July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Real Estate - cont'd

	<u>Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
3.	424 Fonthill Avenue Southwestern District (approximately 22,314 sq. ft.)	\$18,811.11	\$ 225,733.33

On November 18, 2015, the Board approved the original lease agreement for the period of July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

4.	5710 Eastern Avenue Southeastern District (approximately 24,527 sq. ft.)	\$21,706.40	\$ 260,476.74
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On November 18, 2015, the Board approved the original lease agreement for the period of July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

5.	10 Cherry Hill Road Southern District (approximately 21,193 sq. ft.)	\$17,342.94	\$ 208,115.26
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On November 18, 2015, the Board approved the original lease agreement for the period of July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Real Estate - cont'd

<u>Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
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for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

- |  |             |               |
|--|-------------|---------------|
| 6. 1620 Edison Highway<br>Eastern District<br>(approximately 26,402 sq. ft.) | \$22,220.00 | \$ 266,640.00 |
|--|-------------|---------------|

On November 18, 2015, the Board approved the original lease agreement for the period of July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

- |  |             |               |
|--|-------------|---------------|
| 7. 5271 Reisterstown Road<br>Northwestern District<br>(approximately 22,575 sq. ft.) | \$17,787.17 | \$ 213,445.98 |
|--|-------------|---------------|

On November 18, 2015, the Board approved the original lease agreement for the period of July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Real Estate - cont'd

	<u>Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
8.	1900 Argonne Drive Northeastern District (approximately 27,810 sq. ft.)	\$21,689.46	\$ 260,273.52

On November 18, 2015, the Board approved the original lease agreement for the period of July 1, 2015 through June 30, 2016. On June 8, 2016, the Board approved the first renewal for the period of July 1, 2016 through June 30, 2017. On August 16, 2017, the Board approved the second renewal for the period of July 1, 2017 through June 30, 2018. On July 18, 2018, the Board approved the third renewal for the period of July 1, 2018 through June 30, 2019. On August 21, 2019, the Board approved the fourth renewal. This request is for the fifth renewal.

Funds are available in Account Number: 1001-000000-2041-776600-603096.

The Inter-Departmental Lease Renewals are late because of administrative delays.

All other terms and conditions of the Inter-Departmental Lease Agreements dated November 18, 2015, will remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Mayor's Office of Homeless Services (MOHS) - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2020 through June 30, 2021, unless otherwise indicated.

1. **PROJECT PLASE, INC.** **\$ 70,478.00**

Account: 4000-407019-3573-756800-603051

The City has received a U.S. Department of Housing and Urban Development Grant to undertake the Continuum of Care Grant Program. As a sub-recipient, Project Plase, Inc. will utilize the funds to provide supportive services to ten individuals and/or families experiencing homelessness in the city of Baltimore. Project Plase, Inc. will offer these services under their Medically Fragile SRO Program. The period of the agreement is October 1, 2020 through September 30, 2021.

**MWBOO GRANTED A WAIVER ON OCTOBER 7, 2020.**

2. **ST. VINCENT de PAUL OF BALTIMORE, INC.** **\$2,480,500.41**

Account: 1001-000000-3572-781800-603051

The City has allocated certain General Funds to the Mayor's Office of Homeless Services. The funds will be utilized to assist Providers in the provision of emergency services to the homeless population of Baltimore City. St. Vincent de Paul, Inc. will operate an emergency homeless overflow shelter for men providing 124 beds, meals, transportation, and support services. Services will be provided through its Greenspring Men's Shelter Program.

**MWBOO ASSIGNED \$50,809.95 MBE AND \$18,818.50 WBE GOALS.**

\$188,185.64 of the budget can be segmented and performed by MBE/WBEs, therefore, the waiver is denied.

**MWBOO DENIED A WAIVER ON AUGUST 20, 2020.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

MOHS - cont'd

- 3. **ST. VINCENT de PAUL OF BALTIMORE, INC.**                   **\$ 866,052.71**

Account: 1001-000000-3572-778500-603051

The City has allocated certain General Funds to the Mayor's Office of Homeless Services. The funds will be utilized to assist Providers in the provision of emergency services to the homeless population of Baltimore City. St. Vincent de Paul, Inc. will operate an emergency homeless shelter with 150 beds for families experiencing homelessness in the city of Baltimore. Services will be provided through their Sarah's Hope Program. The period of the agreement is October 1, 2020 through June 30, 2021.

MWBOO has determined the Janitorial and Building Maintenance expenditures can be segmented to MBEs and WBEs. Other budgeted line items can be waived.

Total Expenditure: Building Maintenance (\$54,097.99);  
Janitorial (\$10,700.00)

Potential Janitorial goals:

**MBE:** 18.69% (\$2,000.00)  
**WBE:** 9.34% (\$1,000.00)

Potential Building Maintenance goals:

**MBE:** 10% (\$5,409.70)  
**WBE:** 5% (\$2,704.89)

**MWBOO DENIED A WAIVER ON OCTOBER 7, 2020.**

- 4. **T.I.M.E. ORGANIZATION, INC.**                                   **\$ 470,000.00**

Account: 1001-000000-3572-781900-603051

The City has allocated certain General Funds to the Mayor's Office of Homeless Services. The funds will be utilized to

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

MOHS - cont'd

assist Providers in the provision of emergency services to the homeless population of Baltimore City. T.I.M.E. Organization, Inc. will operate an emergency homeless shelter with 170 beds for women experiencing homelessness in the city of Baltimore. Services will be provided through their Pinderhughes Shelter Program. The period of the agreement is October 1, 2020 through June 30, 2021.

MWBOO has determined the Security Service expenditure can be segmented to MBEs and WBEs. Other budgeted line items may be waived.

Total Expenditure: \$153,216.00

Potential goals:

**MBE:** 27% (\$41,368.32)

**WBE:** 10% (\$15,321.60)

**MWBOO DENIED A WAIVER ON OCTOBER 7, 2020.**

The agreements are late because of delays at the administrative level.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

EXTRA WORK ORDERS

\* \* \* \* \*

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

13 - 14

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time % Ext. Compl.
-----------------------	-----------------------------	------------	-----------------------

Department of Transportation/  
Engineering and Construction

- |  |        |                          |       |
|--|--------|--------------------------|-------|
| 1. EWO #001, \$65,322.60 - TR 123111R, Replacement of Three Bridges o/MD 295; Waterview Ave. Bridge; Annapolis Rd. Bridge & Maisel St.; Corridor |        |                          |       |
| \$35,374,063.60  | \$0.00 | Wayman Heavy Civil, Inc. | - 19% |

This authorization is requested by the Department of Transportation and provides three Extra Work activities needed: 1) supply maintenance of traffic (MOT) directed by the Department of Transportation to enhance the guidance of traffic flow in response to community safety concerns following the closure of the Annapolis Road Bridge, 2) establish 84" dia. storm drain manhole item to complete scoped work, and 3) establish duplex 'E' inlet item to complete scoped work. Item no. 352 (Duplex Type E inlet Min Depth) will be used in lieu of no. 321 (standard Type E inlet Min Depth) and item no. 353 (Duplex Type E inlet Min Depth VD) will be used in lieu of no. 322 (Standard Type E inlet VD). The new item for additional MOT provides added safety measures for the public, and the storm drain items are needed to perform the proposed work. The prices submitted are reasonable by price index and industry measures.

An Engineer's Certificate of Completion of Work has not been issued.

**THE CONTRACT HAS A DBE GOAL OF 21%.**



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time % Ext. Compl.
-----------------------	-----------------------------	------------	-----------------------

Department of Transportation/  
Engineering and Construction

- |  |             |                          |       |
|--|-------------|--------------------------|-------|
| 2. EWO #002, \$38,202.74 - TR 123111R, Replacement of Three Bridges o/MD 295; Waterview Ave. Bridge; Annapolis Rd. Bridge & Maisel St.; Corridor |             |                          |       |
| \$35,374,063.60  | \$65,332.60 | Wayman Heavy Civil, Inc. | - 21% |

This authorization is requested by the Department of Transportation and provides four Extra Work activities needed due to change conditions in the field: 1) establish needed item for specified Std. Type C Endwall for 36" Pipe, 2) modify Precast St Dr MH-2 to accommodate pipe following field conditions shift by designer, 3) drainage modifications between MH-13 and MH-42 in response to RFI designer re-alignment, and 4) modify cantilever sign structure C-4 to a larger size found to be necessary. Several credits (item no. 325 and no. 899-0) are applied to items replaced by this Change Order.

An Engineer's Certificate of Completion of Work has not been issued.

**THE CONTRACT HAS A DBE GOAL OF 21%.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Mayor's Office of Criminal Justice - Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Agreement with the Governor's Office of Crime Control (GOCCP). The period of the agreement is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 - 5000-514421-2255-772500-405001

**BACKGROUND/EXPLANATION:**

On October 3, 2020, GOCCP awarded the Department a grant award through the Project Exile Media Program. The purpose of this grant is to support the media expansion and public awareness of Project Exile (PE), a component of Project Safe Neighborhoods, a program sponsored by the United States Attorney's Office targeting violent repeat offenders and criminal organizations involved in firearms and drug trafficking in the City. PE involves a strong partnership between local, state, and federal law enforcement agencies and promotes community involvement. Strategies that inform the community of the PE program objectives: reducing violent gun crime and its resulting successes can help facilitate community support and cooperation. Funding provided for outreach, in the form of general advertising, including billboards and bulletins in the City, and other forms of media (e.g. radio, television, internet, etc.) supports the education and awareness objectives of the program.

The submission is late because of the administrative process.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Mayor's Office of Criminal Justice - cont'd

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Communication Services - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 2 to Agreement with RLH Telecom Solutions, LLC. The Amendment No. 2 to Agreement will extend the term of the agreement through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$24,500.00 - 2039-000000-1330-158400-603018

**BACKGROUND/EXPLANATION:**

On December 18, 2019, the Board approved Amendment No. 1 to Agreement between the City and RLH Telecom Solutions, LLC through December 31, 2020. As a result of the ongoing COVID-19 pandemic, some initiatives of the Telephone Improvement and Procurement Project (TIPP) have been delayed.

This Amendment No. 2 to Agreement will allow for completion of the delayed initiatives and continued support for post VoIP implementation. The proposed initiatives for the second amendment may include but are not limited to the gathering of as-built documentation, reconciliation and auditing of vendor financial payments, development and implementation of new and lower telephone rate structures for FY-2022. In collaboration with the Municipal Telephone Exchange, the Consultant will conduct a post implementation operational and financial analysis and develop a final report for the Office of the Comptroller.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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 KCI Technologies, Inc., under Project 1254K, On-Call Environmental Services. The period of the task is eight months.

**AMOUNT OF MONEY AND SOURCE:**

\$113,364.75 - 9956-917337-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Department is in need of technical services to conduct an engineering evaluation of the High Rate Control Building at Back River Wastewater Treatment Plant. The Consultant will perform an architectural evaluation of the three-story building and associated building, Mechanical, Heating, Ventilation, and Air Conditioning, and Instrumentation and Control Systems. The Consultant will also prepare evaluation report, recommendation and probable engineering cost estimate for the rehabilitation.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27% and **WBE** 16.92%

**THE EAR WAS APPROVED BY MWBOO ON AUGUST 20, 2020.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Public Works/Office of - Partial Release of  
Engineering and Construction                      Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement with J. Fletcher Creamer & Son, Inc., for Water Contract No. 1293-Water Infrastructure Rehabilitation, Various Locations. The period of the agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$237,817.55 - 9960-922101-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of March 18, 2020, J. Fletcher Creamer & Son, Inc. had completed 100% of all work for Water Contract No. 1293-Water Infrastructure Rehabilitation, Various Locations. Currently, the City is holding \$339,739.35 in retainage for the referenced project, and wishes to reduce the amount of the retainage to \$101,921.80, and has determined that its interests are fully protected by this reduction. The amount of retainage to be released is \$237,817.55.

**MBE/WBE PARTICIPATION:**

J. Fletcher Creamer & Son, Inc. 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 Partial Release of Retainage Agreement has been approved by the Law Department as to form and legal sufficiency.)

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

21 - 41

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

10/28/2020

PERSONNEL

Baltimore City Council

1. a. Create the following position:

Classification: Operations Officer I  
Job Code: 00085  
Grade: 923 (\$63,725.00 - \$102,202.00)  
Position No.: To be determined by BBMR

b. Create the following three positions:

Classification: Operations Specialist II  
Job Code: 00084  
Grade: 907 (\$59,245.00 - \$94,879.00)  
Position No.: To be determined by BBMR

c. Create the following five positions:

Classification: Staff Assistant (Elected Official)  
Job Code: 00138  
Grade: 903 (\$47,439.00 - \$75,859.00)  
Position No.: To be determined by BBMR

Cost: \$715,462.00 - 1001-000000-1000-109300-601001  
- 1001-000000-1000-104800-601001

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Employees' Retirement System (ERS)

2. A. Create the following two new Civil Service classes:

Classification: Retirement Analyst I

Job Code: 33633

Grade: 904 (\$50,280.00 - \$80,449.00)

Classification: Retirement Analyst II

Job Code: 33634

Grade: 907 (\$59,245.00 - \$94,879.00)

B. Retitle the following two classes:

FROM:

Classification: Retirement Benefits Analyst Sup.

Job Code: 33637

Grade: 927 (\$67,771.00 - \$108,433.00)

TO:

Classification: Retirement Analyst Supervisor

Job Code: 33637

Grade: 927 (\$67,771.00 - \$108,433.00)

FROM:

Classification: Retirement Benefits Manager

Job Code: 33638

Grade: 931 (\$77,608.00 - \$124,063.00)

TO:

Classification: Retirement Manager

Job Code: 33638

Grade: 931 (\$77,608.00 - \$124,063.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Employees' and Elected Officials' Retirement System (ERS)

- C. Reclassify the following one vacant and five filled positions:
- 

Position Nos.: 33933, 46409, and 46410

FROM:

Classification: Retirement Benefits Analyst I  
Job Code: 33631  
Grade: 089 (\$47,971.00 - \$58,241.00)

TO:

Classification: Retirement Analyst I  
Job Code: 33633  
Grade: 904 (\$50,280.00 - \$80,449.00)

Position Nos.: 12058, 35171, and 35172

FROM:

Classification: Retirement Benefits Analyst II  
Job Code: 33632  
Grade: 904 (\$50,280.00 - \$80,449.00)

TO:

Classification: Retirement Analyst II  
Job Code: 33634  
Grade: 907 (\$59,245.00 - \$94,879.00)

Cost: \$33,475.00 - 6000-604020-1520-168600-601001

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

ERS - cont'd

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

Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
3. <b>PEARL CORPORAL</b>	\$12.00	<b>\$ 9,600.00</b>

Account: 5000-535721-3024-750400-601009

Ms. Corporal will continue to work as a Contract Services Specialist II. She will act as a liaison between the public and center director, operate office equipment, and register participants for membership, outings, and center activities. Ms. Corporal will also maintain membership information in the filing system, send out brochures and information to the public and center members, collect membership fees, enter membership and center activities information into the Universal Participant Tracking System, and greet visitors and members. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval through June 30, 2021.

4. Reclassify the following vacant position:

Position No.: 53168

FROM:

Classification: Operations Manager II

Job Code: 31115

Grade: 942 (\$95,206.00 - \$156,964.00)

AGENDA

BOARD OF ESTIMATES

10/28/2020

PERSONNEL

Health Department - cont'd

TO:

Classification: Operations Manager II  
Job Code: 00091  
Grade: 942 (\$95,206.00 - \$156,964.00)

There are no costs associated with this action:

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

Mayor's Office of Children and Family Success

5. Reclassify the following vacant position:

Position No.: 14875

FROM:

Classification: Secretary III  
Job Code: 33233  
Grade: 084 (\$39,651.00 - \$47,323.00)

TO:

Classification: Operations Assistant III  
Job Code: 00081  
Grade: 904 (\$50,280.00 - \$80,449.00)

Cost: \$26,802.00 - 1001-000000-1191-594700-601001

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**

**10/28/2020**

**PERSONNEL**

Mayor's Office of Children and Family Success - cont'd

6. Reclassify the following filled position:

Position No.: 46621

FROM:

Classification: Operations Officer I  
Job Code: 00085  
Grade: 923 (\$63,725.00 - \$102,202.00)

TO:

Classification: Agency IT Manager I  
Job Code: 10262  
Grade: 939 (\$89,741.00 - \$147,892.00)

Cost: \$25,469.00 - 1001-000000-1090-808200-601001

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

Mayor's Office of Criminal Justice (MOCJ)

	<u>Hourly Rate</u>	<u>Amount</u>
7. <b>ANN TINDALL</b>	\$0.00	\$ 0.00
Account: 4000-401418-2254-785400-601009		
8. <b>CHERYLE FRALING</b>	\$0.00	\$ 0.00
Account: 1001-000000-2255-772300-601009		
9. <b>ERIN CUNNINGHAM</b>	\$0.00	\$ 0.00
Account: 4000-401418-2254-785400-600000		

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

MOCJ - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
10. <b>JASMYNE FORD</b>	\$0.00	\$ 0.00
Account: 4000-401418-2254-785400-600000		
11. <b>WANDA ASHLEY</b>	\$0.00	\$ 0.00
Account: 1001-000000-2255-772300-601009 4000-401418-2254-785400-601009		
12. <b>WANDA CARTER</b>	\$0.00	\$ 0.00
Account: 4000-401418-2254-785400-600000		
13. <b>DARNELL PENN</b>	\$0.00	\$ 0.00
Account: 4000-401418-2254-785400-600000		

On November 27, 2019, the Board approved the Non-Retiree Employment Agreement with Mses. Tindall, Fraling, Cunningham, Ashley, Carter, and Mr. Penn effective upon Board of Estimates approval for one year. On July 29, 2020, the Board approved and authorized execution on the Non-Retiree Employment Agreement with Ms. Ford through November 29, 2020. The above-listed individuals worked in the Baltimore City Visitation Center.

On August 5, 2020, the Board approved acceptance of a Grant Adjustment Notice (GAN) from the U.S. Department of Justice, Office of Violence Against Women through the Baltimore City Visitation Center Continuation and Civil Legal Services Expansion Project. The GAN extended the period of the project through December 31, 2020, based upon the OMB memorandum M-20-17, Administrative Relief

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

MOCJ - cont'd

for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19) due to loss of operation, under the originally allotted compensation amount.

On July 1, 2020, the Board approved the First Amendment to Employment Agreement with Mses. Fraling and Ashley to increase their work hours and the amount of funds.

Therefore, the Board is requested to approve and authorize execution of the no-cost First Amendment to Employment Agreement with Mses. Tindall, Cunningham, Ford, Carter, and Mr. Penn to extend the period of the agreement through December 31, 2020.

The Board is also requested to approve and authorize execution of the no-cost Second Amendment to Employment Agreement with Mses. Fraling and Ashley to extend the period of the agreement through December 31, 2020. The above-listed individuals will continue to work in the Baltimore City Visitation Center.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

Mayor's Office of Employment Development

14. Reclassify the following filled position:

Position No.: 46054

From: Operations Officer IV  
Job Code: 00088  
Grade: 931 (\$77,608.00 - \$124,063.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Mayor's Office of Employment Development - cont'd

To: Operations Manager I  
Job Code: 00090  
Grade: 939 (\$89,741.00 - \$147,892.00)

Cost: \$153,068.00 - 4000-8075216-6312-458305-601001

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 Planning

	<u>Rate of Pay</u>	<u>Amount</u>
15. <b>MASUMA LONCZAK</b>	\$45.00	<b>\$7,020.00</b>

Account: 1001-000000-1875-187400-601009

Masuma Lonczak will continue to work as a Contract Services Specialist II. Masuma Lonczak will be responsible for sending a weekly spreadsheet of delivery information; maintaining contact as sites and quantities change based on community needs; maintaining contact with Maryland Food Bank to help communicate Baltimore City grocery box needs and help them manage inventory on a weekly basis; sharing monthly numbers and troubleshooting when weekly allocations shift and working to ensure that there is alignment between tracking boxes between Maryland Food Bank and tracking the dashboard. The period of the agreement is effective upon Board approval for two months.



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Baltimore City Police Department

	<u>Rate of Pay</u>	<u>Amount</u>
16. <b>SHEREE D. PETERSON</b>	\$20.19	<b>\$42,000.00</b>

Account: 1001-000000-2042-198100-601009

Ms. Peterson, retiree, will continue to work as a Contract Services Specialist I. Ms. Peterson will be responsible for reviewing original entries for missing persons in the (NCIC) National Crime Information Center database, police reports and supporting documentation; contacting victims, complainants, court, and other sources for follow-up information; accessing local state and federal databases for additional information; updating records in local databases and NCIC to reflect changes and preparing police supplemental reports. The period of the agreement is effective upon Board approval for one year.

17. <b>ESSEX R. WEAVER</b>	\$20.19	<b>\$42,000.00</b>
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Account: 1001-000000-2042-198100-601009

Mr. Weaver, retiree, will continue to work as a Contract Services Specialist I. Mr. Weaver will be responsible for handling all of the non-Controlled Dangerous Substances (CDS), money and gun property; inventorying new property; storing and documenting the location of the property; purging old property and filling in at the receiving counter when needed. The period of the agreement is effective upon Board approval for one year.

18. <b>JAMES L. PRICE</b>	\$20.19	<b>\$42,000.00</b>
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Account: 1001-000000-2042-198100-601009

Mr. Price, retiree, will continue to work as a Contract Services Specialist I. Mr. Price will be responsible for

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Baltimore City Police Department

	<u>Rate of Pay</u>	<u>Amount</u>
managing the Citizen Online Reporting System which is also known as CopLogic; reviewing police reports submitted online by the public to ensure they are consistent with uniform crime reporting and departmental standards; communicating with the complainant to confirm report details; updating commanding officers on statistical data, database problems and/or citizen troubles with the system; processing arrest supplements and court dispositions; coordinating with the Evidence Control Unit regarding disposal of evidence upon conclusion of criminal cases and assisting with various data entry tasks. The period of the agreement is effective upon Board approval for one year.		
19. <b>ERIC H. OSWALD</b>	\$20.19	<b>\$42,000.00</b>
20. <b>DAVID W. NEVERDON</b>	\$20.19	<b>\$42,000.00</b>
21. <b>KENNETH R. JONES</b>	\$20.19	<b>\$42,000.00</b>

Account: 1001-000000-2044-220000-601009

The above-listed individuals, retirees, will each continue to work as a Contract Services Specialist I. They will be responsible for entry and accurate retention of all property retained by the police department and several surrounding agencies; receiving property/evidence submitted from police officers and lab personnel; ensuring accuracy/completeness of paperwork and all information entered into the evidence tracking system; releasing property to personnel for further

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Baltimore City Police Department - cont'd

Rate of Pay                      Amount

examination/evidence for court; updating tracking system for chain of custody and document locations; releasing property to the public and updating in the tracking system and lifting and handling evidence submitted to Evidence Control Unit. The period of the agreement is effective upon Board approval for one year.

22. **PATRICIA N. COCHRANE**                      \$20.19                      **\$42,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Cochrane, retiree, will continue to work as a Contract Services Specialist I. Ms. Cochrane will be responsible for reviewing original entries in the National Crime Information Center (NCIC) database for stolen auto files, reviewing the police reports and supporting documents; contacting victims, complainants, and court for follow-up information; accessing local, state and federal databases for additional information and updating records in local databases and NCIC to reflect changes and preparing police supplemental reports. The period of the agreement is effective upon Board approval for one year.

23. **DUANE A. JEFFERSON**                      \$20.19                      **\$42,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Jefferson, retiree, will continue to work as a Contract Services Specialist I. Mr. Jefferson will be responsible for explaining the requirements to registrants of the Sex Offender Registry; obtaining statements signed by the registrants; acknowledging receipt of requirements; photographing the registrants at a minimum of every six months; obtaining and entering a DNA sample during the initial registration of the registrant into the Maryland State Police Crime Laboratory databases and submitting a copy of all correspondence to the Department of Public Safety and

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Baltimore City Police Department - cont'd

Correctional Services within three days of completing registration. The period of the agreement is effective upon Board approval for one year.

Enoch Pratt Free Library

24. Reclassify the following filled position:

Position No.: 15930

From: Operations Officer V  
Job Code: 00089  
Grade: 936 (\$84,822.00 - \$135,651.00)

To: Operations Manager I  
Job Code: 00090  
Grade: 939 (\$89,741.00 - \$147,892.00)

Cost: \$9,400.00 - 5000-575421-4501-593500-601001

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

25. Reclassify the following two filled positions:

Position Nos.: 50025 and 51547

From: Agency IT Specialist II  
Job Code: 33148  
Grade: 927 (\$67,771.00 - \$108,433.00)

To: Agency IT Specialist III  
Job Code: 33149  
Grade: 929 (\$72,033.00 - \$115,100.00)

PERSONNEL

Department of Public Works - cont'd

Cost: \$21,566.00 - 1001-000000-1901-190700-601001  
2070-000000-5601-717700-601001

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

26. Reclassify the following two filled positions:

Position Nos.: 23941 and 23942

From: Customer Care Analyst Supervisor I  
Job Code: 34266  
Grade: 087 (\$44,263.00 - \$53,504.00)

To: Customer Care Analyst Supervisor II  
Job Code: 34267  
Grade: 090 (\$50,013.00 - \$60,785.00)

Cost: \$21,566.00 - 2071-000000-5471-400500-601001

These positions are 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

27. Create the following Classification:

Classification: Recreation Center Director III  
Job Code: 83210  
Grade: 090 (\$50,013.00 - \$60,785.00)

Cost: N/A

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**

**10/28/2020**

**PERSONNEL**

Department of Recreation and Parks - cont'd

28. Reclassify the following three filled positions:

Position Nos.: 34295-52809-24059

From: HR Assistant I  
Job Code: 33681  
Grade: 081 (\$35,761.00 - \$42,368.00)

To: Administrative Coordinator  
Job Code: 31107  
Grade: 087 (\$44,263.00 - \$53,504.00)

Cost: \$4,127.00 - 1001-000000-4711-361900-603026

29. Reclassify the following filled position:

From: Operations Officer I  
Job Code: 31109  
Grade: 923 (\$63,725.00 - \$102,202.00)

To: Operations Officer III  
Job Code: 31111  
Grade: 929 (\$72,033.00 - \$115,100.00)

Cost: \$9,964.00 - 1001-000000-4711-362300-601001

30. Reclassify the following filled position:

From: Office Support Specialist III  
Job Code: 33213  
Grade: 078 (\$33,082.00 - \$38,149.00)

To: Purchasing Assistant  
Job Code: 33501  
Grade: 081 (\$35,761.00 - \$42,368.00)

Cost: \$5,724.00 - 1001-000000-4711-361900-603026

AGENDA

BOARD OF ESTIMATES

10/28/2020

PERSONNEL

Department of Recreation and Parks - cont'd

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

31. Reclassify the following vacant position:

Position No.: 44604

From: Recreation Center Director II  
Job Code: 83212  
Grade: 084 (\$39,651.00 - \$47,323.00)

To: Recreation Center Director III  
Job Code: 83210  
Grade: 090 (\$50,013.00 - \$60,785.00)

Cost: N/A

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

State's Attorney's Office

	<u>Rate of Pay</u>	<u>Amount</u>
32. <b>SHARON F. ALSTON</b>	\$27.74	<b>\$52,890.00</b>

Account: 1001-000000-1150-118000-601009

Ms. Alston, retiree, will continue to work as a Contract Services Specialist I. She will be responsible for investigating felony, homicide and violent crime cases, locating and interviewing witnesses, and acting as a liaison with other law enforcement and public safety agencies. The period of the agreement is effective upon Board approval or November 2, 2020, whichever comes later, through one year at the same hourly rate as the previous contract period.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

State's Attorney's Office

	<u>Rate of Pay</u>	<u>Amount</u>
33. <b>KEDRICK SCRIBNER</b>	\$27.74	<b>\$52,890.00</b>

Account: 1001-000000-1150-118000-601009

Mr. Scribner, retiree, will continue to work as a Contract Services Specialist I. He will be responsible for investigating felony, domestic violence and violent crime cases; locating and interviewing witnesses, and acting as a liaison with other law enforcement agencies. The period of the agreement is effective upon Board approval or October 28, 2020, whichever comes later, through one year at the same hourly rate as the previous contract period.

34. <b>KEVIN DUNTON</b>	\$27.20	<b>\$51,861.00</b>
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Account: 1001-000000-1150-118000-601009

Mr. Dunton, retiree, will continue to work as a Contract Services Specialist I. He will be responsible for assisting the State's Attorney's on the movement of cases, inputting of charges, finalizing of charging documents, and finding open warrants; locating and interviewing witnesses, and acting as a liaison with other law enforcement agencies. The period of the agreement is effective upon Board approval or November 5, 2020, whichever comes later, through one year at the same hourly rate as the previous contract period.

35. <b>LAKEESHA NORRIS</b>	\$27.20	<b>\$51,861.00</b>
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Account: 1001-000000-1150-118000-601009

Ms. Norris, retiree, will continue to work as a Contract Services Specialist I. She will be responsible for investigating felony, homicide and violent crime cases; locating and interviewing witnesses, and acting as a liaison with other law enforcement agencies. The period of the



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

State's Attorney's Office

	<u>Rate of Pay</u>	<u>Amount</u>
agreement is effective upon Board approval or October 28, 2020, whichever comes later, through one year at the same hourly rate as the previous contract period.		

36. <b>REGINALD LUCKETT</b>	\$25.47	<b>\$48,563.00</b>
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Account: 1001-000000-1150-120900-601009

Mr. Lockett, retiree, will continue to work as a Contract Services Specialist I. He will be responsible for assisting the State's Attorney's on the movement of cases, inputting of charges, finalizing of charging documents, and finding open warrants; locating and interviewing witnesses, and acting as a liaison with other public safety agencies. The period of the agreement is effective upon Board approval or October 28, 2020, whichever comes later, through one year at the same hourly rate as the previous contract period.

Department of Transportation

	<u>Rate of Pay</u>	<u>Amount</u>
37. <b>BRIAN SEEL</b>	\$38.66	<b>\$73,454.00</b>

Account: 1001-000000-2301-248700-601009

Mr. Seel will continue to work as a Contract Services Specialist II. He will be responsible for performing quality assurance and quality control to ensure data accuracy, to analyze aggregated and individualized data sets, and to prepare written reports and recommendations; developing performance metrics, data collection systems, and data to advise decision makers about opportunities to improve the quality and effectiveness of municipal services; extracting and summarizing financial, operational and other relevant data; conducting field investigations, site visits, and

AGENDA

BOARD OF ESTIMATES

10/28/2020

PERSONNEL

Department of Transportation - cont'd

Rate of Pay                      Amount

community outreach in support of enhancing knowledge of municipal services; conducting policy research and seeking best practices that can be adopted in support of furthering the goals of the Department and identifying historical data trends, evaluating effectiveness of programs, systems, procedures and modifying/adapting them to fit Department goals. The period of the agreement is effective upon Board approval through one year with a 2% increase in the hourly rate from the previous contract period.

Department of Public Works

38. a. Abolish the following vacant positions:

Classification: Mechanical Maintenance Technician III  
Job Code: 54364  
Grade: 435 (\$42,791.00 - \$48,865.00)  
Position Nos.: 23263 and 23254

b. Reclassify the following vacant position:

Classification: Mechanical Maintenance Technician  
Supervisor I  
Job Code: 31511  
Grade: 927 (\$67,771.00 - \$108,433.00)  
Position No.: 23391

To: Operations Officer V  
Job Code: 00089  
Grade: 936 (\$84,822.00 - \$135,651.00)

Cost: \$152,984.00 - 2071-000000-5531-398600-601001

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**

**10/28/2020**

**PERSONNEL**

Department of Public Works - cont'd

39. a. Abolish the following vacant positions:

Classification: Utility Installer Repairer II  
Job Code: 53512  
Grade: 485 (\$33,861.00 - \$35,134.00)  
Position No: 34227

Classification: Instrumentation Technician I  
Job Code: 52621  
Grade: 435 (\$42,791.00 - \$48,865.00)  
Position No: 46338

b. Reclassify the following vacant position:

Classification: Utility Installer Repairer III  
Job Code: 53513  
Grade: 428 (\$35,009.00 - \$38,176.00)  
Position No.: 22603

To: Program Coordinator  
Job Code: 31192  
Grade: 923 (\$63,725.00 - \$102,202.00)

Costs Savings: (\$17,788.00) - 2071-000000-5531-398600-601001

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

Police Department

40. Create the following two positions:

Classification: Research Analyst II  
Job Code: 34512  
Grade: 927 (\$67,771.00 - \$108,433.00)  
Position No.: To be assigned by BBMR

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**PERSONNEL**

Police Department - cont'd

Cost: \$193,097.00 - 5000-514720-2023-800600-601001

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

Enoch Pratt Free Library

41. Reclassify the following vacant position:

Classification: Library Bookmobile Operator  
Job Code: 00625  
Grade: 079 (\$33,757.00 - \$39,410.00)  
Position No.: 15908

To: Library Associate II  
Job Code: 00654  
Grade: 085 (\$40,896.00 - \$49,227.00)

Cost: \$7,600.00 - 1001-000000-4501-592700-601001

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**

**10/28/2020**

Department of Transportation - Amendment No. 1 to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Grant Agreement with Southeast Baltimore Port Industry Freight Corridor Plan-FHWA FY 2015 TIGER Grant No. 16 with the U.S. Department of Transportation Federal Highway Administration. The amendment will extend the period of the agreement through October 29, 2024.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On August 9, 2017, the Board approved a Grant Agreement Southeast Baltimore Port Industry Freight Corridor Plan-FHWA FY 2015 TIGER Grant No. 16 to advance capital investments in surface transportation infrastructure that will have a significant impact on the nation, a metropolitan area or region.

The project will replace the structurally deficient Colgate Creek Bridge. The project will also complete the Broening Highway freight corridor by resurfacing and making geometric modifications to streets to accommodate an alternative truck route to I-95 via Holabird Avenue. It also includes constructing complete streets, and providing signage and way-finding for truck drivers, at Broening Highway north of Holabird Avenue to separate industrial and residential uses.

**DBE PARTICIPATION:**

The selected firm will comply with Title 49 of the Federal Regulations parts 26 (49CFR26) and the DBE goal established.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Transportation - Developer's Agreement No. 1426-A

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1426-A with GEI Windmere, LLC Developer. The period of the agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$280,627.00 - Letter of Credit

**BACKGROUND/EXPLANATION:**

The Developer would like to install streetscape, street lighting, road, grading and water service connections to its proposed new Townhouse Subdivision known as Rutland Townhomes, located at 1001 Rutland Avenue, and now known as Ward-7, Section-4, Block 1566, lots 21 through 150. This agreement will allow GEI Windmere, LLC to do its own installation in accordance with Baltimore City standards.

A Letter of Credit in the amount of \$280,627.00 has been issued to GEI Windmere, LLC, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

(The Developer's Agreement No. 1426-A has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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.	3-13 S. Schroeder Street	Apis Real Estate, LLC	Six sets of Steps 4' x 5.08'
	Flat Charge - \$211.20		
2.	123 W. 24 <sup>th</sup> Street	Trustees for Oak Street AME Church	ADA Ramp 14 ft. x 5 ft.
	Flat Charge - \$70.30		

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with 906-910 Trinity Street, LLC. The period of the Traffic Mitigation Agreement is effective upon Board approval until termination is deemed in writing by the Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

\$10,452.70 - 9950-911086-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development.

906-910 Trinity Street, LLC proposes to perform the Scope of Work at 906-910 Trinity Street, constructing an apartment building with 40 units and a total of 81,000 square feet. The Developer agrees to make a one-time contribution in the amount of \$10,452.70 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Transportation - Consent to Assignment Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Consent to Assignment Agreement with Mead & Hunt, Inc. formerly Sabra Associates.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 14, 2015, the Board approved Project 1209, On Call Traffic Engineering Services, managing various planning and engineering services under the Planning Division of the Department of Transportation. The Department of Transportation has agreed to accept the name change from Sabra Associates, Inc. to be changed to Mead & Hunt, Inc. upon Board approval.

**MBE/WBE PARTICIPATION:**

As this request is not associated with the procurement of bids, services or goods, minority participation goals do not apply.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Office of the State's Attorney - Grant Award  
for Baltimore City

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Grant Award from the State of Maryland – Governor's Office of Crime Control Prevention (GOCCP). The period of the Grant Award is October 1, 2020 through September 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$1,748,005.00 - 4000-406221-1156-117900-404001  
468,085.00 - 1001-000000-1156-117900-601001 (In-Kind)  
**\$2,216,090.00 - TOTAL**

**BACKGROUND/EXPLANATION:**

The Department will use the grant funds to assist in developing and implementing strategies specifically intended to provide assistance to victims of crime in the City. The Victim/Witness unit serves the victims and the witnesses of all crimes that occur in the City. The trained therapists and advocates in the Victim/Witness unit provide court support and accompaniment, individual and group counseling, relocation assistance, restitution assistance and liaison services with prosecutors, public defenders and law enforcement personnel. Funds will provide personnel expenses.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Mayor's Office of Immigrant Affairs - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with the Vera Institute of Justice, Inc. The period of the agreement is July 1, 2020 through June 30, 2021, unless terminated earlier according to its provisions.

**AMOUNT OF MONEY AND SOURCE:**

\$150,000.00 - 1001-000000-1250-775700-603051

**BACKGROUND/EXPLANATION:**

Since 2018, Baltimore City has been a member of the Safety and Fairness for Everyone (SAFE) Network, a diverse group of local jurisdictions from around the country committed to due process and access to legal representation. Convened by the Vera Institute of Justice, SAFE Network facilitates the provision of universal representation to localities seeking to expand legal services to its residents. As a result, Vera Institute of Justice, Inc. will be awarded funds from the City of Baltimore as a grant to subcontract to Capital Area Immigrants' Rights Coalition, a legal service non-profit qualified to do business and in good standing in the State of Maryland.

The agreement is late due to budget revisions.

**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**

**10/28/2020**

Mayor's Office of Children - Amendment to Community  
and Family Success Services Block Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the Amendment to the Community Services Block Grant (CSBG) Agreement with the Maryland Department of Housing and Community Development. The period of the grant terminates September 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$22,420.00- 5000-586220-1191-594700-405001

**BACKGROUND/EXPLANATION:**

On April 8, 2020, the Board approved the Department's original grant award agreement amount of \$2,519,079.00 with an expiration of September 30, 2020. On July 1, 2020, the Board approved the Department's First Amendment which increased the award amount by \$3,340,054.00 and extended the grant period to September 30, 2022. The First Amendment allows the Maryland Department of Housing and Community Development to distribute the CSBG supplemental funding allocated from the Coronavirus Aid, Relief, and Economic Security Act to be utilized to support Community Services Block Grant eligible activities that prevent, prepare for, or respond to the Coronavirus. The Second Amendment will increase the original agreement amount by \$22,420.00, and increase the total grant amount to \$5,881,553.00.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Mayor's Office of Children - Provider Agreement  
and Family Success

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Provider Agreement with Reading Partners, Inc. The period of the agreement is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$77,544.00 - 2026-000000-1090-778300-603026

**BACKGROUND/EXPLANATION:**

Reading Partners, Inc. will administer a volunteer-based literacy tutoring program for Kindergarten through Third Grade students in three school in South Baltimore: Lakeland Elementary and Middle School, Arundel Elementary School, and Cherry Hill Elementary School. The City's contribution toward the program comes from casino Local Impact Grant (LIG) funds designated for use in South Baltimore communities, as approved in the City's FY21 LIG Spending Plan.

The City's 2015 South Baltimore Gateway Master Plan guides the allocation of LIG funds for use in South Baltimore. The Plan identified third grade reading competency as a community goal and named Reading Partners as a strategic partner in achieving that goal. On December 21, 2016, the Board approved a contract between the City and Reading Partners, Inc. to pilot expanded programs in the Casino Impact Area. The pilot was successful, and programs continued in the three above-mentioned schools. On October 23, 2019, the Board approved an agreement between the Department and Reading Partners, Inc. to use LIG funds to expand its work in these schools, resulting in increased volunteer recruitment, online student learning and family engagement. The Department seeks to again, contract with Reading Partners, Inc. for the 2020-21 school year using LIG funds.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Mayor's Office of Children - cont'd  
and Family Success

The Agreement was late because of changes in Reading Partners, Inc.'s program model caused by COVID-19 in addition to administrative and staffing changes within the agency.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Finance, Bureau - Renewal of FY21 Cyber Liability  
of Risk Management Insurance Coverage

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the renewal of Cyber Insurance for the City and other related operations. Coverage will become effective November 01, 2020 to November 21, 2021 and will be provided by the incumbent carriers, Chub and AXA XL insurance companies.

**AMOUNT OF MONEY AND SOURCE:**

\$949,172.00 - 2043-000000-1450-162900-603014

**BACKGROUND/EXPLANATION:**

Following a competitive process that included ten insurance carriers, the Bureau of Risk Management was able to secure a renewal quote per expiring terms and conditions, for \$20,000,000.00 in Cyber Liability Insurance coverage, through the incumbent insurance carriers. The first \$10,000,000.00 in coverage is being provided by Chubb Insurance at a premium of \$569,172.00. The second \$10,000,000.00 in excess coverage is being provided by AXA XL Insurance at a premium of \$380,000.00.

The coverage will include: Cyber Incident response coverage including an investigative team; Business Interruption Loss and Extra Expense, as well as Contingent Business Interruption and Extra Expense Loss; Digital Data Recovery and Network Extortion. The coverage also includes third party coverage for cyber privacy and network security, payment card loss, regulatory proceedings and electronic social and printed media liability.

**MBE/WBE PARTICIPATION:**

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

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Finance, - Donation of Excess Property  
Bureau of Procurement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a donation of excess property to, Baltimore Outreach Services, Inc., a non-profit organization.

**AMOUNT OF MONEY AND SOURCE:**

NONE

**BACKGROUND/EXPLANATION:**

The Baltimore City Convention Center has a variety of chef bowls and serving trays that it has deemed as excess in accordance with the City's Property Disposal Program Policy (AM-306-1). These items are in fair condition and the Baltimore Convention Center would like to donate them to Baltimore Outreach Services, Inc., a non-profit organization located in Baltimore City. Baltimore Outreach Services, Inc., is in good standing with the State Department of Assessments and Taxation.



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Health Department - Agreements

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

1. **ROSEMARIE MANOR, LLC** **\$132,600.00**

Account: 5000-534021-3254-767800-607001

Under the terms of this Provider Service Agreement, the Department will disburse State Subsidized Assisted Housing Funds for low-income residents at Rosemarie Manor, LLC located at the following facilities: 3809 Belle Avenue, and 3333 Alto Road. These facilities are enrolled in the Senior Assisted Living Group Home Subsidy Program and provide subsidized senior assisted housing services for individuals 62 years of age and over, who have temporary or periodic difficulties with the activities of daily living.

The Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the provider agreement is July 1, 2020 through June 30, 2021.

The provider agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON OCTOBER 19, 2020.**

2. **iCARRe FOUNDATION, INC.** **\$ 13,000.00**

Account: 4000-431121-3080-292300-603051

Under the terms of this Non-Construction Consultant Agreement, the organization will implement a Sexual Risk Avoidance Education Program. This abstinence-focused program will use the "Adapted Making a Difference" curriculum. The curriculum includes eight one-hour modules to be implemented, and will be offered to youth during the summer and fall after-school programming. The period of the non-construction consultant agreement is July 1, 2020 through June 30, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Health Department - cont'd

The agreement is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

3. **MEALS ON WHEELS OF CENTRAL MARYLAND, INC.** **\$ 60,000.00**

Account: 5000-535421-3254-767706-603051

Under the terms of this agreement, the organization will provide home delivered meals to Senior Care Program clients in Baltimore City. The period of the agreement is July 1, 2020 through June 30, 2021.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 24, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Health Department - Ratification of Amendment No. 1 to Notice of Grant Award and the Provider Agreement

The Board is requested to ratify Amendment No. 1 to the Notice of Grant Award (NGA) and the Provider Agreement.

Amendment No. 1 to Notice of Grant Award

1. **MARYLAND STATE DEPARTMENT OF EDUCATION** \$ **0.00**

This Amendment No. 1 to the NGA was for the State Fiscal Year 2019 Infants & Toddlers Consolidated Local Implementation Grant.

On April 17, 2019, the Board approved the initial NGA for the total amount of \$1,015,311.00 (\$301,689.00 for Part B-611, \$33,580.00 for Part B-619, and \$680,042.00 for Part C). The period of the NGA was October 23, 2018 through September 30, 2019.

Amendment No. 1 to the NGA realigned the budget for Part B-611 funds, previously allocated for salaries and wages and other contracted services, and extended the grant period through April 30, 2020.

This allowed the Department time to expend all previously allocated funds and complete financial reports. All other conditions previously stated remain in effect.

The Amendment No. 1 to the NGA is late because of administrative delays.

PROVIDER AGREEMENT

2. **FUSION PARTNERSHIPS, INC.** \$ **150,455.56**

Account: 4000-483520-3080-294600-603051

This Provider Agreement was for the Resilience in Communities After Stress and Trauma (ReCast) Program.

Under the terms of this provider agreement, the organization functioned as the fiscal sponsor for Seeds of Promise, a

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Health Department - cont'd

community-based all male mentoring program for male students dealing with trauma. The program provided a positive male role model and accountability partner during the school day and supported community engagement and outreach activities, in partnership with Booker T. Washington Middle School of the Arts or any of the B-CIITY focus schools. During COVID-19, the mentoring team held Virtual sessions with their mentees.

The provider agreement allowed the Department to reimburse the Provider for services. The period of the provider agreement was September 30, 2019 through September 29, 2020.

The provider agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 24, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Amendment No. 1 to Notice of Grant Award and the Provider Agreement have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF BOARD OF ESTIMATES:**

The Board is requested to approve and authorize the expenditure of funds to purchase client incentives/gift cards for participation during program activities. The incentive cards will also be used to provide incentives during COVID-19 to assist with health education practices.

**AMOUNT OF MONEY AND SOURCE:**

<b>Amount</b>	<b>Denomination</b>	<b>Vendor</b>	<b>Program</b>
\$ 2,000.00	100 - \$20.00 ea.	Walmart/Sam's Club	Healthy Teens & Young Adults
4,000.00	100 - \$20.00 ea.	Target	Healthy Teens & Young Adults
<u>2,500.00</u>	250 - \$10.00 ea.	AMC Movie Passes	Healthy Teens & Young Adults
<b>\$ 8,500.00</b>			

\$ 2,000.00	200 - \$10.00 ea.	Walmart/Sam's Club	Sexual Risk Avoidance Education
1,000.00	100 - \$10.00 ea.	Chipotle	Sexual Risk Avoidance Education
1,000.00	100 - \$10.00 ea.	Subway	Sexual Risk Avoidance Education
<u>2,000.00</u>	200 - \$10.00 ea.	Amazon	Sexual Risk Avoidance Education
<b>\$ 6,000.00</b>			

\$ 4,000.00	80 - \$50.00 ea.	Walmart/Sam's Club	Clinical Programs/Administration
\$ 1,000.00	100 - \$10.00 ea.	Subway	Clinical Programs Administration
<u>1,000.00</u>	40 - \$25.00 ea.	Amazon	Clinical Programs/Administration
<b>\$ 6,000.00</b>			

\$ 1,000.00	40 - \$25.00 ea.	Shoppers	U Choose
1,000.00	40 - \$25.00 ea.	Target	U Choose
<b>\$ 2,000.00</b>			

\$22,500.00 - 6000-630720-3080-292300-604003 (Family Planning Special Needs)

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Health Department - cont'd

**BACKGROUND/EXPLANATION:**

The Adolescent & Reproductive Health Program runs several successful community outreach programs through its Health Education and Outreach components. The Abstinence, Personal Responsibility and Education (PREP) and Teen Pregnancy Prevention Programs are charged with decreasing the teen birth rate amount teenagers in Baltimore City. All programs are responsible for recruiting clients for the clinical services and implementing several community-based projects.

Recruitment for the clinics consists of "in-reach" activities and the "Bring a Friend" campaign. Incentives for the community-based programs include gift cards for participation in activities. An estimated 1,100 adolescents and adults are expected to benefit from the clinic and community activities and incentives.

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

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Circuit Court for Baltimore City - Grant Contract

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Contract with the Behavioral Health Systems Baltimore, Inc. The period of the grant contract is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$468,867.00 - 4000-400621-1100-119600-404001

**BACKGROUND/EXPLANATION:**

The grant will provide funding for personnel cost and other operating costs associated with the Addictions Assessment Unit. The program provides substance abuse assessments ordered by the court for released defendants to determine their substance abuse and educational needs.

The Circuit Court for Baltimore City Addictions Assessment Unit received the FY21 approved grant contract from the grantor in early September of 2020.

The grant is late because of the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Baltimore Police Department - Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an Agreement with the University of Maryland Medical System Corporation, R. Adams Crowley Shock Trauma Center. The period of the agreement was October 1, 2019 through September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$95,929.60 - 4000-426819-2255-793402-603026

**BACKGROUND/EXPLANATION:**

On December 12, 2018, the Board approved and authorized a grant award for the JAG 14 grant, Award #2018-DJ-BX-1020 from the U.S. Department of Justice. 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 Baltimore 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, an after-school program and, My Future, My Career, as well as donor specific research projects.

The agreement is late because of the administration process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of General of - Shortfall Payment Recommendation  
Services (DGS)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the shortfall payment recommendation from Johnson Controls, Inc. (JCI).

**AMOUNT OF MONEY AND SOURCE:**

\$1,239,367.14 - 2070-000000-5500-774800-402241 - Revenue Account

**BACKGROUND/EXPLANATION:**

On August 30, 2006, the Board approved the agreement with Johnson Controls, Inc. for Phase II of an Energy Performance Contracting Project.

This agreement provided for the installation of energy-saving measures at Back River, guaranteed the resultant savings, and provided maintenance for all installed equipment for the life of the contract. Each year, JCI is required to deliver a monitoring and verification ("M&V") report on the guaranteed savings.

The DGS reviewed the calendar year ("CY") 2018 and CY 2019 M&V reports and documentation, which are the tenth and eleventh year of the contract. The DGS is in agreement with JCI on the quantification of the shortfall in savings for these years. JCI did not meet the contract guarantee.

In the event of a shortfall, the agreement provided that the City may either elect to have JCI pay the City a cash payment or receive services in kind. As JCI has not met the contract guarantee, the DGS recommended that the City settle the shortfall with a monetary payment. The remaining amount for payment totals \$1,239,367.14.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of General Services - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAS NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Recreation - Task Assignment  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Assignment of Task No. 007 to GWWO, Inc. under Project No. 1314, On-Call Architectural Design Services. The period of the task is approximately six months.

**AMOUNT OF MONEY AND SOURCE:**

\$160,403.65 - 9938-910140-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include design services for Parkview Recreation Center and Park.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 28% MBE and 20% WBE goals established in the original agreement.

The Consultant has achieved 22.89% of the MBE goal and 17.52% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

**APPROVED FOR FUNDS BY FINANCE**

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 8, 2020.**

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

AGENDA

BOARD OF ESTIMATES

10/28/2020

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>\$165,000.00</b>	9938-912146-9475	9938-910140-9474
3 <sup>rd</sup> Parks & Public Facilities	Building Renova- tions HR/Mad/EW/ LH/Myers (Reserve)	Parkview Recreation Center (Active)

This transfer will provide funds to cover the costs associated with design services under the On-Call Contract No. 1314, Task No. 007 to GWWO, Inc.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Recreation - Task Assignment  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 006 to GWWO, Inc. under Project No. 1314, On-Call Architectural Design Services. The period of the task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$178,541.69 - 9938-908784-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include Construction Management Services for the Middle Branch Fitness & Wellness Center at Cherry Hill, RP 19808.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 28% MBE and 20% WBE goals established in the original agreement.

The Consultant has achieved 25.26% of the MBE goal and 15.69% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

**APPROVED FOR FUNDS BY FINANCE**

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 8, 2020.**

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

AGENDA

BOARD OF ESTIMATES

10/28/2020

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
2. \$ 70,000.00	9938-913051-9475	
3 <sup>rd</sup> Parks & Public Facilities	Winans Meadow Nature Center (Reserve)	
110,000.00	9938-906784--9475	
<u>3<sup>rd</sup> Parks &amp; Public Facilities</u>	Cherry Hill Recreation Center (Reserve)	
<b>\$180,000.00</b>	-----	9938-908784-9474 Middle Branch Fitness & Wellness Center at Cherry Hill (Active)

This transfer will provide funds to cover the costs associated with Construction Management Services under the On-Call Contract No. 1314, Task No. 006 to GWWO, Inc.

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Recreation - Donation Agreement  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Donation Agreement between the Department of Recreation and Parks (Department), KABOOM, Inc. (Donor), and Landscape Structures, Inc. (Contractor). The period of the agreement is effective upon Board approval and shall end upon Final Acceptance of the Project by the City unless terminated earlier. Final Acceptance is defined as the acceptance of the Project by the City after the City and KABOOM have verified that the equipment and systems are fully operational, all warranty work is complete, and the Contractor has fulfilled its contractual obligations.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Donor desires to improve City property known as Mary E. Rodman Recreation Center, located at 3600 W. Mulberry Street and desires to make financial and community engagement support available. The Donor has selected, hired, and will pay its own Contractor to furnish all labor, materials, and equipment necessary to perform the scope of work. The total estimated amount of donation to the City is \$70,711.00. No City funds shall be expended, neither shall any funds be contributed to the City. The Department did not participate in the selection of the Contractor, and it acknowledges and appreciates this donation to the City.

**MBE/WBE PARTICIPATION:**

N/A

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Recreation - Donation Agreement  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Donation Agreement between the Department of Recreation and Parks (Department), Friends of Patterson Park, Inc. (Donor), and D & A Dunlevy Landscapers, Inc. (Contractor). The period of the agreement is effective upon Board approval and will end upon Final Acceptance of the Project by the City unless terminated earlier. Final Acceptance is defined as the acceptance of the Project by the City after the City and Friends of Patterson Park, Inc. have verified that the equipment and systems are fully operational, all warranty work is complete, and the Contractor has fulfilled its contractual obligations.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Donor desires to improve City property known as Patterson Park, located at 200 S. Linwood Avenue. The Donor has selected, hired, and will pay its own Contractor to furnish all labor, materials, and equipment necessary to perform the scope of work. The total estimated amount of donation to the City is \$43,692.00. No City funds shall be expended, neither shall any funds be contributed to the City. The Department did not participate in the selection of the Contractor, and it acknowledges and appreciates this donation to the City.

**MBE/WBE PARTICIPATION:**

N/A

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Parking Authority of Baltimore City - Maintenance Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Maintenance Agreement with Scheidt & Bachmann USA Inc. (S&B). The period of the agreement is from November 1, 2020 through October 31, 2022.

**AMOUNT OF MONEY AND SOURCE:**

<u>Year 1</u>	<u>Year 2</u>	<u>Account Number</u>
\$ 30,400.32	\$ 32,440.61 -	2075-000000-2321-407200-603016 (Arena)
30,400.32	32,440.61 -	2075-000000-2321-407700-603016 (Baltimore)
30,400.32	32,440.61 -	2075-000000-2321-408200-603016 (Caroline)
30,400.32	32,440.61 -	2075-000000-2321-408750-603016 (Fayette)
30,400.32	32,440.61 -	2075-000000-2321-408300-603016 (Fleet&Eden)
30,400.32	32,440.61 -	2075-000000-2321-407400-603016 (Franklin)
12,222.84	13,043.07 -	2076-000000-2321-612900-603016 (JFB Lot)
30,400.32	32,440.61 -	2075-000000-2321-407500-603016 (Lexington)
30,400.32	32,440.61 -	2075-000000-2321-407900-603016 (Little Italy)
30,400.32	32,440.61 -	2076-000000-2321-612500-603016 (Marina)
30,400.32	32,440.61 -	2075-000000-2321-407100-603016 (Market)
30,400.32	32,440.61 -	2075-000000-2321-407600-603016 (Penn Stat.)
30,400.32	32,440.61 -	2075-000000-2321-408100-603016 (St. Paul)
<u>30,400.32</u>	<u>32,440.61</u> -	<u>2076-000000-2321-254000-603016 (West)</u>
<b>\$407,427.00</b>	<b>\$434,771.00</b>	

**BACKGROUND/EXPLANATION:**

On November 10, 2004, the Board approved a maintenance agreement with S&B that was in effect for three years and covered revenue control equipment installed at the time in nine facilities. On May 28, 2008, the Board approved a second maintenance agreement with S&B that was in effect for three years and covered revenue control equipment installed at the remaining 14 facilities. On November 9, 2011, the Board approved a third maintenance agreement with S&B that was in effect for two years (terminated October 30, 2013) and covered revenue control equipment installed at the time at 16 facilities. On October 30, 2013, the Board approved a fourth

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Parking Authority of Baltimore City - cont'd

maintenance agreement with S&B that was in effect for two years (terminated October 30, 2015) and covered revenue control equipment that was installed at the time at 17 facilities. On October 30, 2015, the Board approved a fifth maintenance agreement with S&B that was in effect for two years (terminated October 30, 2017) and covered revenue control equipment installed at the time at 17 facilities. On November 22, 2017, the Board approved a sixth maintenance agreement with S&B that was in effect for two years (terminated October 30, 2017) and covered revenue control equipment installed at the time at 17 facilities. The City leased three facilities to MEDCO in 2018. On January 16, 2019, the Board approved a maintenance agreement with S&B that is in effect for two years; terminating on October 31, 2020, that covers revenue control equipment that was installed at the 14 facilities. The Department now requests approval of a two-year maintenance agreement with S&B for the equipment installed at 14 facilities.

This equipment has made a significant contribution to the substantial increases in revenue that the Department has experienced during the past 11 years (prior to COVID-19). The Department is pleased with the function of the equipment and the service provided by S&B to date. This agreement will ensure the continued function of the equipment.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 27, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Audits - Audit Report

The Board is requested to **NOTE** receipt of the following Audit Report:

1. Department of Recreation and Parks Biennial Performance Audit Fiscal Years Ended June 30, 2019 and 2018.

AGENDA

BOARD OF ESTIMATES

10/28/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

- |   |         |         |
|---|---------|---------|
| 1. ROCA BALTIMORE,<br>LLC   | \$ 0.00 | Renewal |
| Contract No. 06000 - Parks-Roca Employees - City-wide - P.O. No.: P546684 |         |         |

On January 16, 2019, the Board approved the initial award in the amount of \$176,999.00. The award contained three renewal options. Subsequent actions have been approved. The Mayor's Office of Criminal Justice and Roca Baltimore, LLC collaborated to identify work crew opportunities to employ high risk individuals with transitional jobs. This second renewal in the amount of \$0.00 is for the period October 1, 2020 through September 30, 2021, with one 1-year renewal option remaining upon mutual agreement of the two parties. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 1, 2018, MWBOO approved a waiver request because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON NOVEMBER 1, 2018.**

- |  |              |         |
|--|--------------|---------|
| 2. RHINEHART RAILROAD<br>CONSTRUCTION, INC.  | \$ 85,000.00 | Renewal |
| Contract No. 08000 - Railroad Inspections, Maintenance and Emergency Response - Department of Transportation - P.O. No.: P537526 |              |         |

On November 9, 2016, the Board approved the initial award in the amount of \$85,976.00. The award contained two renewal options. This first renewal in the amount of \$85,000.00 will enable the Department of Transportation to utilize Rhinehart Railroad Construction, Inc. for the City's monthly safety inspections and maintenance, emergency response and repairs on an as needed basis. The period of the renewal is November 9, 2020 through November 8, 2022, with no renewal options

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |  |        |              |         |
|--|--------|--------------|---------|
| 3.   | A.S.B. | \$ 40,000.00 | Renewal |
| Contract No. B5005572 - Snow and Ice Removal Services - Enoch Pratt Free Libraries - Enoch Pratt Free Library - P.O. No. P546300 |        |              |         |

On December 19, 2018, the Board approved the initial award in the amount of \$44,250.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$40,000.00 is for the period January 2, 2021 through January 1, 2022. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |   |                             |              |         |
|---|-----------------------------|--------------|---------|
| 4.  | S. FREEDMAN &<br>SONS, INC. | \$ 75,000.00 | Renewal |
| Contract No. B50004705 - Restroom Paper and Soap Supplies for Baltimore Convention Center - Baltimore Convention Center - P.O. No.: P537199 |                             |              |         |

On October 12, 2016, the Board approved the initial award in the amount of \$178,000.00. The award contained three 1-year renewal options. On September 25, 2019, the Board approved the first renewal in the amount of \$20,000.00. This second renewal in the amount of \$75,000.00 is for the period November

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

1, 2020 through October 31, 2012, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On July 21, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JULY 21, 2016.**

- 5. APPLIED TECHNOLOGY SERVICES
- BUSINESS SERVICES
- DIGICON CORPORATION
- BREKFORD CORPORATION
- DALY COMPUTERS, INC.
- EN-NET SERVICES, LLC
- THE LUCILLE MAUD CORP.
- USC/CANTERBURY CORP.
- STAR COMPUTER SUPPLY, LLC

\$	0.00	Renewal
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Contract No. B50004091 - Computer Desktops, Laptops, and Tablets - Baltimore City Office of Information and Technology - P.O. Nos.: P534889, P534893, P534892, P534422, P534420, P534419, P534408, P534031, P534030

On October 28, 2015, the Board approved the initial award in the amount of \$20,000,000.00. The award contained three renewal options. Two renewals have been exercised. This final renewal provides computer desktops, laptops, tablets and optional support on an as-needed basis for various end user agencies. The period of the award is October 28, 2020 through October 27, 2021. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

**MBE/WBE PARTICIPATION:**

On June 3, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JUNE 3, 2015.**

- 6. HIGHLANDER CONTRACTING COMPANY, LLC  
BLUESTAR TECHNOLOGIES, INC.

	\$ 0.00	Renewal
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Contract No. B50004145 - Fiber Optic Cable Installation, Maintenance and Repair Services - Mayor's Office of Information and Technology, Departments of Transportation, Public Works, Baltimore City Police Department and others - P.O.: Nos.: P532919 and P532927

On August 26, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained three renewal options. Subsequent actions have been approved and two renewals have been exercised. This final renewal will allow City agencies continue to expand the fiber optic infrastructure into areas not currently covered. This final renewal is for the period October 1, 2020 through September 30, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 5, 2020, both Highlander Contracting Company, LLC and Bluestar Technologies, Inc. were found in compliance.

Highlander Contracting Company, LLC

<b>MBE:</b> Machado Construction Company, LLC	17%	\$334,209.54	35.20%
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<b>WBE:</b> Cuddy & Associates, LLC	5%	\$ 77,837.63	8.19%
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**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 5, 2020.**

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

Bluestar Technologies, Inc.

<b>MBE:</b> A-Connection Inc.	17%	\$123,012.27	16.95%
<b>WBE:</b> The Allocated Formula Group, Inc.	4%	\$ 28,944.06	3.98%
K Supply Inc.	1%	9,985.69	1.37%
	<b>5%</b>	<b>\$ 38,929.75</b>	<b>5.35%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 5, 2020.**

7. WOLTERS KLUWER UNITED STATES, INC. Non-competitive/  
Procurement/Increase  
 \$ 50,000.00  
 Contract No. 08000 - Engagement Software and Support Agreement  
 - Department of Audits - P.O. No.: P543839

This request meets the condition that there is no advantage in seeking competitive responses.

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

On May 30, 2018, the Board approved the initial award in the amount of \$67,037.50. The award contained two 1-year renewal options at the sole discretion of the City. The engagement auditing software is the only audit package determined to adequately meet the needs of the Department of Audits. Wolters Kluwer United States, Inc. is the software manufacturer and sole provider. This increase in the amount of \$50,000.00 will allow for the provision of additional subscription licenses as needed. A Notice of Intent to waive competition was posted. This increase will make the award amount \$150,556.25. The contract expires on May 31, 2021, with two 1-year renewal options as the sole discretion of the City. The above amount is the City's estimated requirement.



AGENDA

BOARD OF ESTIMATES

10/28/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

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 as this proprietary software is solely available from the software manufacturer Wolters Kluwer United States, Inc.

8. ALLSAFE ELEVATOR INSPECTIONS LLC	\$ 33,095.00	Non-competitive/ Procurement/Selected Source
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Contract No. 06000 - Elevator Inspections Various Locations - Department of General Services - Req. No.: R848737

This request meets the condition that there is no advantage in seeking competitive responses.

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

The Vendor is a third party inspector for the Baltimore City Police Department Headquarters and has knowledge of the Department of General Services - General Services Portfolio. The period of the award is October 1, 2020 through September 30, 2021. 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.

AGENDA

BOARD OF ESTIMATES

10/28/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

**MBE/WBE PARTICIPATION:**

Not applicable. The initial award was below MBE/WBE subcontracting threshold.

9. BLUECREST, INC.	\$ 60,000.00	Non-competitive/ Procurement/Sole Source
Contract No. 0800 - Windows Upgrade for Sorter and Inserter Postage Machines - Comptroller's Office - Municipal Post Office - Req. No.: R854933		

This request meets the condition that there is no advantage in seeking competitive responses.

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

The one-time procurement will provide an operating system upgrade from Windows 7 to Windows 10 for the computers interfacing with the existing postage machines. The Vendor is the manufacturer and sole authorized source of products, services and support for the Bluecrest Inserter and Sorter postage machines currently installed at the Municipal Post Office. The period of the award is October 28, 2020 through October 27, 2021. 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.

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement as this upgrade service is only available from the manufacturer and is not available from subcontractors.

10. CONTINENTAL BLOWER, LLC	\$124,320.00	Non-competitive/ Procurement/ Sole Source
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Contract No. 08000 - Continental Blowers - Department of Public Works - Patapsco Waste Water Facilities - Req. No.: R851023

This request meets the condition that there is no advantage in seeking competitive responses.

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

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently installed equipment at the Patapsco Waste Water Treatment Plant. The period of the award is June 20, 2020 through June 19, 2025. 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 as these commodities are only

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

available from the distributor and are not available from subcontractors.

- |  |                |                       |
|--|----------------|-----------------------|
| 11. <u>IPS GROUP, INC.</u>   | \$5,000,000.00 | Cooperative Agreement |
| National Cooperative Purchasing Alliance Contract Number #05-36-Parking Meters, Single and Multi-Space - Parking Authority of Baltimore City - Req. No.: R547755 |                |                       |

The Board is requested to approve and authorize execution of a Cooperative Agreement with IPS Group, Inc. The agreement expires on May 31, 2022, with no renewal options.

On August 1, 2019, National Cooperative Purchasing Alliance awarded RFP #15-19 Contract #05-36-Parking Meters, Single and Multi-Space to IPS Group, Inc. The contract was competitively bid by the Region 14 Education Service Center, Texas. This cooperative contract will be used to purchase multi-space parking pay stations pay by plate meters. IPS Group, Inc. meters were selected due to offering lower cost to purchase and operate.

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:**

On April 12, 2019, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized distributor/manufacturer.

**MWBOO GRANTED A WAIVER ON APRIL 12, 2019.**

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

AGENDA

BOARD OF ESTIMATES

10/28/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

12. AXON ENTERPRISE, INC. f/k/a TASER INTERNATIONAL, INC.	\$103,618.00	Sixth Amendment to Integration Agreement
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Contract No. B50004050 - Body Worn Cameras - Baltimore Police Department - P.O. No.: P534935

The Board is requested to approve and authorize execution of the Sixth Amendment to Integration Agreement with AXON Enterprise, Inc. f/k/a Taser International, Inc. The agreement expires on June 30, 2026.

On March 16, 2016, the Board approved the initial award in the amount of \$11,690,668.53. Subsequent actions have been approved. This sixth amendment will allow the City and Baltimore Police Department to enhance functionality of the Evidence.com software currently available under the contract with interview room cameras and software fully integrated with AXON's Evidence.com the Baltimore Police Department's system that stores and manages the body worn camera video/audio footage and in-vehicle footage. This sixth amendment will allow the Baltimore Police Department to install the system and support it through 2026.

**MBE/WBE PARTICIPATION:**

On June 3, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. Licenses and services are proprietary to the Vendor.

**MWBOO GRANTED A WAIVER ON JUNE 3, 2015.**

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

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

13. DENVER-ELEK, INC. J.F. FISCHER, INC.	\$106,758.59	Ratification
Contract No. B50003236 - Maintenance & Repair Services for Plumbing and Heating Systems - Department of General Services - P.O. Nos.: P526184 & P550235		

The approval of this ratification is for additional funds required to make a final payment for the contract which expired on October 31, 2019.

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.

14. AUSTON CONTRACTING, INC.	\$ 0.00	Ratification and Extension
Solicitation No. B50002856 - Scrap Metal Pick-Up and Removal - Department of Public Works - P.O. No.: P523766		

On July 17, 2013, the Board approved the initial award. Subsequent actions have been approved. An extension is being requested to continue scrap metal pick-up and removal at various City locations during the bid solicitation process and award. The period of the ratification is September 1, 2020 through October 27, 2020. The period of the extension is October 28, 2020 through December 31, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On April 25, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

**MWBOO GRANTED A WAIVER ON APRIL 25, 2013.**

**ITEM #16**

15. LAWYERS SUPPLY COMPANY, INC.	\$ 2,000.00	
<b><u>ITEMS #2-4, 7, 10 &amp; 15</u></b>		
HOWARD UNIFORM COMPANY	64,000.00	
<b><u>ITEMS #1, 5, 8, 9, 11-14</u></b>		
F&F&A. JACOBS & SONS, INC.	104,000.00	
	<b><u>\$170,000.00</u></b>	Extension

Contract No. B50003266 - Police Uniforms - Baltimore Police Department - P.O. Nos.: P526078, P526079 and P526080

On January 8, 2014, the Board approved the initial award for the amount of \$670,000.00. On November 26, 2014, the Board approved the first renewal for the amount \$590,000.00. On December 9, 2015, the Board approved the second renewal for the amount of \$590,000.00. On October 26, 2016, the Board approved the third renewal for the amount of \$590,000.00. On December 20, 2017, the Board approved the fourth renewal for the amount of \$590,000.00. On January 23, 2019, the Board approved the extension for the amount of \$300,000.00.

The Board is requested to approve an extension, to continue services for the period of October 1, 2020 through May 1, 2021 while a new solicitation is released and awarded. This extension will make the total contract value \$350,000.00.

**MBE/WBE PARTICIPATION:**

On September 27, 2013, MWBOO determined that no goals would be set as there was no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 27, 2013.**

16. MES/MARYLAND	\$ 30,000.00	Low Bid
Contract No. B50006110 - Firefighter Hoods- Baltimore Fire Department - Req. No. R856584		

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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

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

Vendors were solicited by posting on Citibuy. Four bids were received and opened on October 88, 2020. Award is recommended to the lowest responsive and responsive bidder that meets specifications.

**MBE/WBE PARTICIPATION:**

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

	<u>Purchase Order #</u>	<u>Ratification Period</u>	<u>Extension Period</u>
17. Ted's Towing Service, Inc.	P521238	9/01/2019- 10/27/2020	10/28/2020- 3/31/2021
Frankford Towing Service, LLC	P521239	9/01/2019- 10/27/2020	10/28/2020- 3/31/2021
Mel's Towing and Service Center, Inc.	P521240	4/01/2020- 10/27/2020	10/28/2020- 3/31/2021
Universal Towing, LLC	P521241	4/01/2020- 10/27/2020	10/28/2020- 3/31/2021
Frankford Towing LLC	P521242	9/01/19- 10/27/2020	10/28/2020- 3/31/2021
Frankford Towing Assoc., LLC	P521243	4/01/2020- 10/27/2020	10/28/2020- 3/31/2021
Lilith, Inc. t/a Jim Elliott's Towing	P523307	4/01/2020- 10/27/2020	10/28/2020- 3/31/2021
McDel Enterprises, Inc.	P523308	4/01/2020- 10/27/2020	10/28/2020- 3/31/2021
Frankford Towing, Inc.	P523309	9/01/2019- 10/27/2020	10/28/2020- 3/31/2021
	\$ 531,965.00		Ratification
	<u>800,000.00</u>		& Extension
	<b><u>\$1,331,965.00</u></b>		

Solicitation No. B50002251 - Citywide Police Requested Towing Services - Department of Transportation, Baltimore Police Department - P.O. Nos.: Various



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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

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

On August 15, 2012, the Board approved the initial award for the amount of \$1,800,000.00. On April 11, 2013, the Board approved a termination and substitution of vendors for the amount of \$1,200,000.00. On April 17, 2013, the Board approved an increase for the amount of \$1,200,000.00. On April 24, 2013, the Board approved an additional vendor for the amount of \$300,000.00. On December 18, 2013, the Board approved an increase for the amount of \$1,500,000.00. On April 30, 2014, the Board approved an increase for the amount of \$1,300,000.00. On November 5, 2014, the Board approved an increase for the amount of \$1,050,000.00. On September 9, 2015 the Board approved the first renewal for the amount of \$2,500,000.00. On July 27, 2016, the Board approved the final renewal for the amount of \$1,000,000.00. On August 30, 2017, the Board approved an extension for the amount of \$1,000,000.00. On October 25, 2017, the Board approved an extension for the amount of \$800,000.00. On August 29, 2018, the Board approved an extension for the amount of \$1,000,000.00. On April 17, 2019, the Board approved an extension for the amount of \$750,500.00. On October 23, 2019, the Board approved an extension for the amount of \$1,000,000.00.

The Board is requested to approve the ratification and extension to pay the outstanding invoices, and continue towing services for various City agencies, while a new solicitation is being prepared and to allow the City to complete a revision of the towing regulations and requirements. This ratification and extension will make the total contract amount \$17,732,465.00. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

MWBOO set goals of 10% MBE and 3% WBE.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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

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

**MBE/WBE PARTICIPATION:**

	<u>COMMITMENT</u>	<u>PERFORMED</u>	
<u>TED'S TOWING SERVICE INC.</u>			
<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	2.5%	\$639.44	(1.66%)
CC Press Net Inc.	2.75%	\$375.00	(9.76%)
<b>WBE:</b> Chaudhry Towing Company	7.50%	\$3,988.00	(100%)

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 2, 2020.**

After careful evaluation of the overall extension request, MWBOO is recommending this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

FRANKFORD TOWING SERVICE LLC

<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	2.5%	\$6,011.24	(65.23%)
CC Press Net Inc.	2.75%	\$455.00	(4.93%)
<b>WBE:</b> Chaudhry Towing Company	7.50%	\$13,600.00	(100%)

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 6, 2020.**

MWBOO will be submitting Post-Compliance recommendations on October 9, 2020. After careful evaluation of the contract

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

extension request, MWBOO is recommending this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 6, 2020.**

COMMITMENT PERFORMED

MEL'S SERVICE CENTER & TOWING

<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	2.5%	\$276.68	(14.81%)
CC Press Net Inc.	2.75%	\$ 95.00	(0.52%)
<b>WBE:</b> Chaudhry Towing Company	7.50%	\$1,000.00	(53.56%)

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 2, 2020.**

After careful evaluation of the overall extension request, MWBOO is recommending this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

UNIVERSAL TOWING LLC

<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	10%	\$6,087.58	( 1.36%)
<b>WBE:</b> Tote It Inc.	3%	\$2,975.00	( 0.66%)

**MWBOO FOUND VENDOR IN NON-COMPLIANCE ON OCTOBER 2, 2020.**

AGENDA

BOARD OF ESTIMATES

10/28/2020

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 - cont'd

Vendor did not report new payments for subcontractors. Current review reflects subcontractor payments for 2019 while prime contractor payments reflect 2019 and 2020 data. MWBOO will be submitting Post-Compliance Recommendations to BOP on October 9, 2020. After careful evaluation of the overall extension request, MWBOO is recommending this contract be re-bid with consideration to departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

COMMITMENT PERFORMED

FRANKFORD TOWING LLC

<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	2.5%	\$18,534.56	(11.61%)
CC Press Net Inc.	2.75%	\$ 9,275.00	( 5.81%)
<b>WBE:</b> Chaudhry Towing Company	7.50%	\$78,341.00	(49.10%)

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 2, 2020.**

After careful evaluation of the contract extension request, MWBOO is recommending this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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

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

FRANKFORD TOWING ASSOCIATES, LLC

	<u>COMMITMENT</u>	<u>PERFORMED</u>	
<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	2.5%	\$13,240.20	(14.12%)
CC Press Net Inc.	2.75%	\$ 3,900.00	( 4.15%)
<b>WBE:</b> Chaudhry Towing Company	7.50%	\$38,445.00	(41.00%)

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 2, 2020.**

After careful evaluation of the overall extension request, MWBOO is recommending this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

LILITH, INC. T/A JIM ELLIOTT'S TOWING

<b>MBE:</b> McDel's Enterprises, Inc.	10%	\$ 4,842.00	(12.27%)
<b>WBE:</b> Doug's Auto Parts	3%	\$ 1,000.00	( 3.22%)

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 5, 2020.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

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

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

	<u>COMMITMENT</u>	<u>PERFORMED</u>	
<u>MCDEL'S ENTERPRISES, LLC</u>			
<b>MBE:</b> Apex Petroleum	10%	\$64,655.66	(38.61%)
<b>WBE:</b> Lichter Group, LLC.	3%	\$ 5,475.00	( 3.26%)
<b>MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 5, 2020.</b>			

FRANKFORD TOWING

	<u>COMMITMENT</u>	<u>PERFORMED</u>	
<b>MBE:</b> JJ Adams Fuel Oil Company, LLC	2.5%	\$ 7,245.20	(56.39%)
CC Press Net Inc.	2.75%	\$ 925.00	( 7.20%)
<b>WBE:</b> Chaudhry Towing Company	7.50%	\$14,967.00	(100%)
<b>MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 2, 2020.</b>			

After careful evaluation of the contract extension request, MWBOO is recommending this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services. Further determinations include creating MBE and WBE criteria for the segmentation of work, which will ensure maximized utilization of subcontractors whose services appropriately align with the work that must be performed.

18. ACME AUTO LEASING,

LLC	\$ 35,000.00	Extension
Contract No. B50001886 - Vehicle Leasing - Baltimore Police Department - P.O. No.: P519341		

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. The award contained two renewal

AGENDA

BOARD OF ESTIMATES

10/28/2020

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

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

options. Subsequent actions have been approved, and two renewals have been exercised. An extension is necessary to continue vehicle leasing services for various City agencies while a new Solicitation B50005715 is awarded. The period of the extension is June 30, 2020 through December 31, 2020.

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:**

On March 25, 2011, it was determined that no goals would be set because of no opportunity to segment the contract. This contract requires that vehicles are serviced under current fleet maintenance/repair contracts.

**MWBOO GRANTED A WAIVER ON MARCH 25, 2011.**

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contracts  
listed on the following pages:  
94 - 95  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.



**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement

1. B50005715, Vehicle Leasing		<b>\$12,410,160.00</b>
	Acme Auto Leasing, LLC	\$ 5,578,560.00
	All Car Leasing dba Nextcar	\$ 6,831,600.00

(Various City Agencies)

Suppliers were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Three bids were received and opened on April 15, 2020. The award is recommended to the first and third lowest responsive and responsible bidders. The second low bidder Enterprise Fleet Management, Inc. was deemed non-responsive because the bidder took multiple exceptions against solicitation that will not meet the City's requirements.

The above amount is the City' estimated requirement.

**MBE/WBE PARTICIPATION:**

On February 1, 2019, it was determined no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

2. B50006115, Utility Van  
Service Body Installation

**REJECTION:** Vendors were solicited by posting on CitiBuy and eMaryland Marketplace. The two bids received on October 07, 2020 were not opened. The solicitation referenced the local newspapers in CitiBuy and was not advertised in the local newspapers as required per the City's Charter. For this reason, it is recommended that the Board reject all bids. A new solicitation will be re-issued upon Board approval of this request.

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Law Department - Settlement Agreements and Releases

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreements and Releases of claims and litigation brought by nine individuals against former members of the Baltimore Police Department's (BPD) Gun Trace Task Force (GTTF). Plaintiffs allege numerous federal claims against the BPD and the GTTF officer defendants.

**AMOUNT OF MONEY AND SOURCE:**

\$253,000.00 - 1001-000000-2041-716700-603070  
(Total proposed settlements)

**BACKGROUND/EXPLANATION:**

The total amount of the proposed settlement is for resolution of nine claims/lawsuits.

The conduct of former GTTF officers has led to dozens of lawsuits and claims against the officers and the BPD itself. These cases and claims allege a variety of misconduct including theft, excessive use of force, and falsification of evidence resulting in wrongful arrest and/or conviction. The claims and lawsuits typically name as Defendants the individual GTTF officers, the BPD, and the BPD Command-level staff.

As with all lawsuits, the Law Department analyzes the strengths and weaknesses of each case upon receipt of the Complaint. Among other considerations, the Law Department is cognizant of a recent ruling from the Maryland Court of Appeals (*Baltimore City Police Dep't v. Potts*, No. 51, SEPT. TERM, 2019, 2020 WL 1983209 (Md. Apr. 24, 2020)), finding that the criminal conduct of the GTTF officers in two separate cases was within the scope of their employment; and, therefore, the City was required to indemnify judgments against those officers. Through mediation and settlement

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Law Department - cont'd

discussions, the Law Department has weighed the attributes of each matter, and has negotiated settlements of several GTTF claims/lawsuits. The settlement values vary based on the factual allegations of each case. And, reflect the strengths and weaknesses each presents.

In the interest of transparency, it is the intention of the Law Department to bring every settlement of a GTTF matter to the Board of Estimates (BOE), regardless of settlement value. The BOE should anticipate one or more follow-up requests as additional settlements are finalized and prepared for the Board's consideration. The Law Department believes these settlements to be in the best interest of both the City and the plaintiffs who may have been harmed by the misconduct of former GTTF members.

Thus far, the settlements are as follows:

<i>Richard Stokes v. Jenkins, et al.</i>	24-C-18-004643	\$11,000.00
<i>Jamal Walker, et al. v. Jenkins, et al.</i>	1:20-cv-00572-GLR	\$15,000.00
<i>Tyrell Jeffries v. Taylor, et al.</i>	24-C-19-002916	\$15,000.00
<i>Tate v. Hersl, et al.</i>	1:19-cv-02240-DKC	\$15,000.00
<i>Gary Brown v. Rayam, et al.</i>	1:20-cv-00487-SAG	\$15,000.00
<i>Louis Marshall v. Jenkins, et al.</i>	24-C-19-005233	\$23,000.00
<i>Wayne Lee v. Hersl, et al.</i>	1:20-cv-02196-GLR	\$24,000.00
<i>James Davis v. Hersl</i>	24-C-16-003513	\$65,000.00
<i>Avon Allen v. Taylor, et al.</i>	1:20-cv-00489	\$70,000.00

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Law Department - Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement of the claim of Nicole Suiter and Zharia Suiter, Plaintiffs, against the Mayor and City Council of Baltimore.

**AMOUNT OF MONEY AND SOURCE:**

\$900,000.00 - 2044-000000-1450-703800-603070

**BACKGROUND/EXPLANATION:**

The death of Det. Sean Suiter in November 2017, was widely reported and is still the subject of much conjecture and speculation. He left behind a young widow and a minor daughter, both dependents under Maryland's Workers' Compensation Act. They have sought dependency benefits under the Act and their claims could be found compensable under any one of several theories with a potential for lifetime benefits for Mrs. Suiter.

As with all workers' compensation claims, the Law Department, with the assistance of our third-party claims adjusting firm (Sedgwick) analyzes the strengths and weaknesses of each case upon receipt of the Claim. Among other considerations, the Law Department is cognizant of the findings made by the State Medical Examiner regarding this death along with the findings and conclusions of an Independent Review Board and a review completed by the Maryland State Police. This death remains as an open homicide investigation by both the Baltimore City Police Department and the Baltimore City State's Attorney.

Through investigation and settlement discussions, the Law Department has weighed the legal and factual attributes of this

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Law Department - Settlement Agreement

matter and has negotiated a settlement of this claim greatly reducing the City's potential exposure. We believe this compromise and settlement to be in the best interests of both the City and the Claimants.

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**10/28/2020**

Department of Public Works - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Baltimore County's Department of Public Works. The period of the MOU is approximately one year, commencing upon execution by the County of a contract with Itron, Inc. through the end date of the County's contract with Itron, unless that Contract or this MOU is terminated or extended by agreement of the Parties, subject to Board of Estimates approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Baltimore County's Department of Public Works is planning to enter into a contract with a private Vendor, Itron for the purpose of Water Meter Reading, Maintenance, and Field Investigation Services for the County.

The County and the City desire to enter into this MOU for the purpose of identifying and confirming their individual and shared contributions/responsibilities that will be affected by the Itron contract with regard to the yearly Cost Allocation Model ("CAM") which defines and governs the cost sharing for water services between the City and County. The City's responsibility under this MOU includes the cost of developing the County Water Rate. The development of the County Water rate will be performed by the City's Consultant, Raftelis Financial Consultant, Inc., for a cost of \$241,389.00. The City is jointly responsible (with the County) for addressing and mutually resolving water and sewer revenue lost due to any late water meter readings.

**MBE/WBE PARTICIPATION:**

N/A

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED