

NOTICE:

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

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

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

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

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

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

BOARD OF ESTIMATES' AGENDA - MARCH 28, 2018

THE DEPARTMENT OF FINANCE
WILL PRESENT THE
PRELIMINARY BUDGET RECOMMENDATIONS FOR FY 2019
TO THE BOARD OF ESTIMATES

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

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

A2Z Environmental Group, LLC	\$ 440,000.00
General Paving & Contracting, Inc.	\$ 8,000,000.00
K & K Adams, Inc.	\$ 8,000,000.00
Living Classrooms Foundation	\$ 1,500,000.00
M & F Contractor Company	\$ 1,500,000.00
Orfanos Contractors, Inc.	\$ 8,000,000.00
Plexus Installations, Inc.	\$ 4,200,000.00
Spirit Electric, LLC	\$ 230,000.00
Star Electric Company, Inc.	\$ 1,500,000.00
Tech Contracting Company, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

AB Consultants, Inc.	Landscape Architect Engineer Land Survey
Alpha Construction and Engineering Corporation	Engineer
Carroll Engineering, Inc.	Engineer Landscape Architect
CSA Central, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Mr. Tim Pickering for an amount that is less than the lien amount for the property located at 1752 Llewelyn Avenue (Block 1494, Lot 080).

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
1752 Llewelyn Avenue	\$3,000.00	\$1,009.88	\$7,231.88	\$3,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1752 Llewelyn Avenue on May 15, 2017 for \$7,231.88.

Mr. Pickering has offered to purchase the Tax Sale Certificate file the petition to foreclose, acquire title to the property, and return it to productive use. The assignment amount of \$3,000.00 for the Tax Sale Certificate will cover the flat taxes and water bills on this property.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Real Estate - Interdepartmental Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Interdepartmental Lease between the Department of Transportation, Tenant, and the Department of Public Works, Landlord, for the rental of property located at 210 Guilford Avenue, consisting of approximately 28,090 sq. ft. The period of the Interdepartmental Lease is December 1, 2017 through November 30, 2018.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
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\$318,028.77	\$26,502.39
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Account: 1001-000000-2301-248700-603096

BACKGROUND/EXPLANATION:

On March 8, 2017 the Board approved the Interdepartmental Lease for the period of December 1, 2016 through November 30, 2017, with a one-year renewal option.

The Department of Transportation will exercise the one time renewal option. All other terms and provisions of the Interdepartmental Lease dated, March 8, 2017 will remain in full force and effect.

The Interdepartmental Lease is late because of delays during the administrative review process.

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

Law Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release of the claim of 513 Park Avenue, LLC, Claimant, against the Mayor and City Council of Baltimore.

AMOUNT OF MONEY AND SOURCE:

\$155,765.15 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

On April 23, 2016, a sinkhole opened in the 100 block of W. Centre Street, Baltimore, Maryland 21201. As a result of the sinkhole, Claimant's real property sustained damage because of the deviation of storm water in connection with the repair of the nearby sinkhole.

In order to resolve this claim in the best interest of the City, and to avoid the expense, time, and uncertainty of protracted litigation, the parties have agreed to a payment to Claimant of \$155,765.15 for complete settlement of the case, including attorney's fees. In return, Claimant has agreed to release the City, its employees, agents, and representatives from further liability.

Based on a thorough review of the circumstances of the occurrence by the Settlement Committee of the Law Department, the Department seeks the Board's approval.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFERS OF FUNDS

* * * * *

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

7 - 9

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

03/28/2018

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$15,000.00	9962-932007-9563	9962-909075-9562
Others	Construction	Conduit System
	Reserve - Conduit	Reconstruction
	Construction	JOC

This transfer will cover the costs of prints and other related costs necessary to advertise project TR 18014, Conduit System Reconstruction JOC.

2. \$15,000.00	9950-956002-9515	9950-904875-9514
State Construction	Construction	Resurfacing JOC -
Revenue	Reserve -	Urgent Needs
	Resurfacing JOC -	
	Urgent Needs	

This transfer will cover the costs necessary to advertise project TR 18010 Resurfacing JOC - Urgent Needs.

3. \$ 80,000.00	9950-944002-9507	
Federal	Construction	
	Reserve - Reserve	
	for Closeouts	
20,000.00	9950-904087-9509	
GF HUR	Harford Road Bridge	
	Over Herring Run	
<u>\$100,000.00</u>	-----	9950-904097-9508
		Design Harford Road
		Bridge over Herring
		Run

This transfer will cover the costs of Storm Water Management and other design costs related to the project Harford Road Bridge over Herring Run.

AGENDA

BOARD OF ESTIMATES

03/28/2018

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
4.	\$10,999.66	9910-909060-9600	9910-903361-9601
	<u>1st Comm. EDF</u>	Constr. Res.	Business Park
		Business Park	Upgrades
		Upgrades	
	18,948.08	9910-925013-9600	9910-921101-9601
	<u>1st Comm. EDF</u>	Constr. Res.	Comm. Rev.
		Façade Improvements	

\$29,947.74

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending February 28, 2018.

5.	\$23,925.00	9910-921100-9600	9910-921101-9601
	Local Impact-	Constr. Res.	Comm. Rev.
	VLT	Northwest Comml.	
		Improvement	
	64,359.83	9910-925013-9600	9910-921101-9601
	<u>1st Comm. EDF</u>	Constr. Res.	Comm. Rev.
		Façade Improvements	
	1,189.00	9910-908040-9600	9910-903361-9601
	<u>24th EDF</u>	Constr. Res.	Business Park
		Business Park	Upgrades
		Main/Upgrades	

\$89,473.83

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending January 31, 2018.

AGENDA

BOARD OF ESTIMATES

03/28/2018

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>			
6.	\$3,500,000.00	9910-903183-9588	9910-901163-9588
	Pimlico Local	Park Heights Major	Park Heights Major
	Impact Aid - VLT	Redevelopment	Redevelopment - Demolition

The transfer will provide appropriations to allow better tracking of expenditures by the Department's demolition division while conducting work on the Park Heights area projects.

7.	\$2,000,000.00	9910-905143-9587	9910-905162-9588
	State Fund	CORE - Whole Block	CORE - Whole Block
	Appropriation	& Half Block	& Half Block Land
		Demolition	Resources
		(Reserve)	

The transfer will provide appropriations for Whole Block and Half Block Demolition as approved in the FY 2018 Ordinance of Estimates. These funds will be used for acquisition and relocation costs associated with the CORE (Creating Opportunities for Renewal and Enterprise) Program.

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

11 - 13

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,
pursuant to Charter provisions, a report has

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

03/28/2018

EXTRA WORK ORDERS

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

Department of Transportation (DOT)

- | | | | | |
|---|---|-------------------------|---|-----|
| 1. EWO #001, \$523,067.00 - TR 12317, Central Avenue Street-
scape & Harbor Point Connector Bridge | | | | |
| \$46,777,777.00 | - | Allan Myers MD,
Inc. | - | 23% |

This authorization is requested on behalf of the DOT. The change order is a request for four lump sum items for the following reasons: field office change from a temporary location to a permanent location in order to meet the needs of the project, fiberglass conduit to protect the City's conduit from hot water lines, redesign of bridge rail in order to satisfy all agencies' concerns, and crane delay delivery due to external constraints.

The work requested under this extra work order is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving improvements to the existing roadway and is not limited to roadway design and construction, structural design and construction of all bridges, retaining wall, culverts, manholes and any and all other incidental structures specifically required for this project.

The field office setup and crane mobilization were performed prior to BOE approval. An Engineer's Certificate of Completion of Work has not been issued.

This Contract has a DBE goal of 30%.

- | | | | | |
|--|--------------|-------------------------|---|-----|
| 2. EWO #006, \$330,185.82 - TR 08308, Reconstruct E. North
Avenue (US Rte 1) from W. of Aisquith Street to E. of Wash-
ington Street | | | | |
| \$12,862,243.60 | \$391,906.90 | Allan Myers MD,
Inc. | - | 90% |

AGENDA

BOARD OF ESTIMATES

03/28/2018

EXTRA WORK ORDERS

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

Department of Transportation (DOT)

This authorization is requested on behalf of the Contractor. Due to various complications during construction, including unforeseen conditions related to active utilities, inoperable water valves during construction which prevented timely water shutdown, and other complications while tying into the exiting water utility system along the North Avenue corridor, a change order is needed to address these issues. The work was performed prior to Board approval due to the urgent nature of the work, to reduce any delays that would have been encountered due to the field conditions, and to prevent any delay claims. An Engineer's Certificate of Completion has not been issued.

This contract has a Disadvantage Business Enterprise goal of 25%.

3. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$350,000.00	9960-909100-9558	9960-908651-9557-2
Water Revenue	Constr. Reserve	Extra Work
Bonds	Water Infrastruc- ture Rehab	

The funds are required to cover the cost of TR 08308, Reconstruction of East North Avenue.

AGENDA

BOARD OF ESTIMATES

03/28/2018

EXTRA WORK ORDERS

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

DOT - cont'd

4. EWO #009, (\$293,777.66) - TR 04318, Jones Falls Trail
Phase II

\$3,541,711.60	\$100,415.09	Civil Construc-	-	-
		tion, LLC		

This authorization provides for payment of overrun items, deduction of amounts not needed due to underrun or not used items, and to balance out the contract.

The Contractor met 28.22% of the established 30% DBE goal.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Transportation - Lease Agreement for
Alley Gating

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement for Alley Gating with Franklin Square Community Association.

AMOUNT OF MONEY AND SOURCE:

Franklin Square Community Association will be solely responsible for all costs and fees for the project.

BACKGROUND/EXPLANATION:

Franklin Square Community Association wishes to gate certain alleys in Block 197 in order to safeguard its property. A public hearing was held after the required notice was posted. After the conclusion of the hearing, the application was approved.

MBE/WBE PARTICIPATION:

Irrespective to Article 5, Subtitle 28-4, this item is not the result of City procurement and the above named entity is responsible for all costs, MBE/WBE participation is not applicable.

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Transportation - Developer's Agreement No. 1560

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1560 with Fox Building LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$32,246.00

BACKGROUND/EXPLANATION:

The Developer would like to install new utilities to their proposed new building located in the vicinity of 3100 Falls Cliff Road. This developer's agreement will allow the organization to do their own installation in accordance Baltimore City Standards.

An Irrevocable Letter of Credit in the amount of \$32,246.00 has been issued to Fox Building 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 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Transportation/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 09 to Johnson, Mirmiran & Thompson, Inc. under Project 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. The period of the Task Assignment is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$110,000.00 - 9960-904648-9557-900000-705032

BACKGROUND/EXPLANATION:

This task will provide for Phase V Services in connection with TR11013R, Loch Raven Watershed Culvert Repair, Replacement and Resurfacing Projects. The scope of services includes reviewing shop drawings, response to Post-Bid Request for Information, Preparation of Redline Plans and Estimates for Field Construction Modifications.

MBE/WBE PARTICIPATION:

The Consultant will comply with MBE/WBE programs in accordance with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals assigned to the original agreement.

MBE: 27%

WBE: 10%

This task exceeds the MBE goal of 27%. The Consultant achieved a goal of 69%. Although the task has a 10% WBE goal, there still remains enough capacity within the contract for the goal to be achieved.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Transportation/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 17 to A. Morton Thomas and Associates, Inc. under Project 1217, On-Call Construction Project Management Services. The period of the Task Assignment is 6 months.

AMOUNT OF MONEY AND SOURCE:

\$ 57,408.00 - 9950-905190-9527-900010-705032
57,408.00 - 9950-905023-9508-900010-705032
57,407.12 - 9950-902323-9527-900010-705032
\$172,223.12

BACKGROUND/EXPLANATION:

This task will provide for continuation of services for a Construction Project Supervisor I with the Department's Engineering and Construction Division for TR12317 Central Avenue Streetscape and Harbor Connector Bridge, TR11318 Key Highway at Light Street Intersection Improvement Project, and TR13321 Downtown Bicycle Network Project.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

AGENDA

BOARD OF ESTIMATES

03/28/2018

Mayor's Office of Human Services - Provider Agreements

The Board is requested to approve and authorize execution of the following Provider Agreements. The period of the agreement is April 1, 2018 through March 31, 2019, unless other indicated.

1. **DAYSPRING PROGRAMS, INC.** **\$ 420,340.00**

Account: 4000-407017-3571-757604-603051

Dayspring Programs, Inc. will utilize the funds to provide rental assistance to 21 formerly homeless households.

MWBOO GRANTED A WAIVER.

2. **DAYSPRING PROGRAMS, INC.** **\$ 809,420.00**

Account: 4000-407017-3571-757603-603051

Dayspring Programs, Inc. will utilize the funds to provide rental assistance to 43 formerly homeless households.

MWBOO GRANTED A WAIVER.

3. **BEHAVIORAL HEALTH SYSTEM BALTIMORE, INC.** **\$1,408,830.88**

Account: 4000-407017-3571-757510-603051

Behavioral Health System Baltimore, Inc. will utilize the funds to provide rental assistance to 110 formerly homeless households.

MWBOO GRANTED A WAIVER.

4. **AT JACOB'S WELL, INC.** **\$ 218,683.30**

Account: 4000-407017-3571-757401-603051

AGENDA

BOARD OF ESTIMATES

03/28/2018

MOHS - cont'd

At Jacob's Well, Inc. will utilize the funds to provide rental assistance to 18 formerly homeless households.

MWBOO GRANTED A WAIVER.

5. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$428,352.50**

Account: 4000-407017-3571-759101-603051

St. Ambrose Housing Aid Center, Inc. will utilize the funds to provide supportive services and rental assistance to 19 formerly homeless households. Clients enrolled in the program are often struggling with mental illness, substance abuse issues and/or HIV/AIDS. The period of the agreement is February 1, 2018 through January 31, 2019.

The agreement is late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Audits - Audit Report

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

1. Performance Audit Report Baltimore City Department of Public Works Fiscal Years Ended June 30, 2016 and 2015.

Department of Public Works - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with Hunting at the Hills, LLC. The period of the Right-of-Entry Agreement is effective upon physical entry onto the property for one year.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Public Works is proposing a project to install new storm water pipes in and around Maiden Choice Run Tributary. As part of the project, the City needs access to the property, an apartment complex under the control of Hunting at the Hills, LLC, and outside of an existing right-of-way easement.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Public Works - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds by Expenditure Authorization to pay the American Water Works Association (AWWA) for the Department's membership dues for March 2018 through February 2019.

AMOUNT OF MONEY AND SOURCE:

\$20,423.00 - 2071-000000-5541-398600-603020

BACKGROUND/EXPLANATION:

The AWWA is the largest non-profit, scientific, educational association dedicated to managing and treating water. The AWWA provides solutions to improve public health, protect the environment, strengthen the economy, and enhance Baltimore City's quality of life. The benefits of membership include standing with the water community to influence government regulations and legislation, learning about issues before they become a full-blown crisis, professional development opportunities for staff, and improving day-to-day operations.

The AWWA dues are based on the number of customer service connections and provides membership to 25 staff persons. The Department of Public Works serves over 150,000 water customer service connections and its membership dues in FY 2017 totaled \$19,925.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - Agreements

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

1. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$ 50,500.00**

Account: 4000-424517-3023-274423-603051

Sinai Hospital of Baltimore, Inc. will provide psychosocial support services to assist eligible people living with HIV to address behavioral and physical health concerns. These services will include bereavement counseling, child abuse and neglect counseling, HIV support groups, nutrition counseling provided by a nonregistered dietitian, and pastoral care/counseling services. The period of the agreement is July 1, 2017 through June 30, 2018.

MWBOO GRANTED A WAIVER.

2. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$162,263.00**

Account: 4000-424517-3023-274420-603051

Sinai Hospital of Baltimore, Inc. will provide a wide range of client-centered Medical Case Management activities focused on improving health outcomes in support of the HIV care continuum. The period of the agreement is July 1, 2017 through June 30, 2018.

MWBOO GRANTED A WAIVER.

The agreements are late because the Department of Health and Mental Hygiene, Office of Prevention and Health Promotion Administration programmatically manages HIV/AIDS State Special services. The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review is required to comply with grant requirements.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

3. **PARK WEST HEALTH SYSTEM, INC.** **\$107,539.00**

Account: 5000-569718-3023-273333-603051

Park West Health System, Inc. will provide a range of client-centered Medical Case Management activities focused on improving health outcomes in support of the HIV care which includes initial assessment, support services and ensure re-evaluation of the care plans. The period of the agreement is July 1, 2017 through June 30, 2018.

4. **PARK WEST HEALTH SYSTEM, INC.** **\$ 58,400.00**

Account: 5000-569718-3023-273335-603051

Park West Health System, Inc. will provide outpatient Mental Health (psychological and psychiatric) screening, assessment, diagnosis, treatment, and counseling services to clients living with HIV. The period of the agreement is July 1, 2017 through June 30, 2018.

5. **PARK WEST HEALTH SYSTEM, INC.** **\$159,490.00**

Account: 5000-569718-3023-273337-603051

Park West Health System will conduct Traditional Outreach services targeted to populations known to be at disproportionate risk for HIV infection. The Outreach Worker will canvass high-risk neighborhoods and areas around clinical and social support agencies to encounter vulnerable individuals that may or may not know their HIV status, and refer HIV negative individuals with multiple risk factors for testing and continuous monitoring and treatment. Clients that test positive will be referred to HIV treatment programs. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreements are late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

Administration programmatically manages Ryan White Part B HIV/AIDS State Special services. The Providers are asked to submit a budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

MWBOO GRANTED A WAIVER.

- 6. **FOREST PARK SENIOR CENTER, INCORPORATED** **\$ 50,987.00**

Account: 4000-433518-3024-768903-603051

Forest Park Senior Center, Inc. will operate a senior program and serve as the community focal point for seniors and their caregivers. The services provided will include, but are not limited to social, recreational and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

MWBOO GRANTED A WAIVER.

- 7. **MEALS ON WHEELS OF CENTRAL MARYLAND, INC.** **\$1,162,828.05**

Accounts: 4000-434318-3255-761600-604014	\$ 698,082.00
4000-432918-3255-761200-604014	\$ 56,330.65
6000-633518-3255-771700-604014	\$ 330,431.00
5000-533618-3255-767600-604014	\$ 42,284.40
4000-434318-3255-761600-404099	\$ 35,700.00

Meals on Wheels of Central Maryland, Inc. will provide nutritionally balanced meals to the projected number of

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

homebound and/or frail elderly residents of Baltimore City. The Meals on Wheels of Central Maryland, Inc. will provide unique professional services in the Maryland area, which are available from no other vendor. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because it was recently completed by the Department.

MWBOO GRANTED A WAIVER.

8. **CHASE BREXTON HEALTH SERVICES, INC. \$54,117.00**

Account: 5000-569718-3023-273317-603051

Chase Brexton Health Services, Inc. will provide services to reduce the impact of addictions as a barrier to patients establishing and maintaining a positive engagement in their health care. Chase Brexton Health Services, Inc. will also provide service evaluations, crisis interventions, individual and group counseling that focuses on addressing the unmet needs of African American Men having Sex with Men with the co-occurring problems of substance abuse, HIV/AIDS, and mental health issues. The period of the agreement is July 1, 2017 through June 30, 2018.

This agreement is late because Maryland Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White State Special services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

9. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION (GEDCO)** **\$64,838.00**

Account: 4000-433518-3024-768904-603051

GEDCO operates a senior program which serves as the community focal point for seniors and their caregivers. The services to be provided include, but are not limited to social, recreational and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

MWBOO GRANTED A WAIVER.

10. **BALTIMORE CITY STATE'S ATTORNEY'S OFFICE** **\$70,000.00**

Account: 4000-483518-3080-294600-603051

The Baltimore City State's Attorney's Office will provide direct programming in schools within the ReCAST communities to build relationships with youth and better familiarize young people with the justice system. The purpose of the ReCAST West Baltimore Project is to reduce the impact of trauma and build resilience in West Central Baltimore, specifically Sandtown-Winchester, Upton/Druid Heights and Penn North communities. The period of the agreement is October 1, 2017 through September 30, 2018.

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

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

11. **ALLEN CENTER BOARD, INC.** **\$ 53,535.00**

Account: 4000-433518-3024-768901-603051

Allen Center Board, Inc. operates a senior program, which serves as the community focal point for seniors and their caregivers. The services to be provided will include, but are not limited to social, recreational and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

MWBOO GRANTED A WAIVER.

12. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS/BALTIMORE CITY PUBLIC SCHOOL SYSTEM (BCPSS)** **\$133,000.00**

Account: 4000-484915-3160-308600-603051

The BCPSS will administer the Baltimore City Youth State and Community Development - Promoting Behavioral Interventions and Supports (PBIS) Program. The goal of the PBIS Program is to provide a supportive environment for every student to graduate from high school ready to participate in the community and in a career. To meet the needs of Baltimore City youth who have dropped out of school, the Department will collaborate with the BCPSS Re-engagement Center (REC) to identify and recruit youth, 16-24 years of age, who are eligible for REC assistance.

The BCPSS will provide the services of a Mental Health Professional who will provide clinical expertise to the PBIS Program while serving the schools, develop a life skills and coping strategies curriculum for REC students and facilitate trauma-informed professional development for REC and other BCPSS staff. The period of the agreement is October 1, 2017 through September 30, 2018.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

The agreement is late because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

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

03/28/2018

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with Almost Home II Assisted Living, Inc.

AMOUNT OF MONEY AND SOURCE:

\$4,162.00 - 5000-534018-3254-767803-607001

BACKGROUND/EXPLANATION:

On October 25, 2017, the Board approved the original agreement in the amount of \$23,400.00 for the period July 1, 2017 through June 30, 2018.

This Amendment to the Agreement will increase the funding amount by \$4,162.00, making the new FY18 total amount \$27,562.00.

This organization is enrolled in the Senior Assisted Living Group Home Subsidy Program and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision.

This Amendment to Agreement is late because the Department was waiting for final information.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - Supplement to the Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Supplement to the Grant Award, entitled Syringe Services Capacity Development Support Program, from the Maryland Department of Health (MDH), Prevention and Health Promotion Administration.

AMOUNT OF MONEY AND SOURCE:

\$80,899.00 - 5000-503918-3023-274000-60000

BACKGROUND/EXPLANATION:

On July 26, 2017, the Board approved the Fiscal Year 2018 Unified Funding Document (UFD) in the amount of \$46,293,701.00 for the period July 1, 2017 through June 30, 2018.

The initial award for the Syringe Services Capacity Development Support Program was \$105,662.00. On January 17, 2018, the Board approved an Update to the UFD for the period ending October 31, 2017. The update corrected and increased the initial award by \$5,385.00 for a total amount of \$111,047.00.

This Supplement to the Grant Award provides additional funding in the amount of \$80,899.00 and makes the total award amount \$191,946.00. This will allow for expansion of services within Baltimore City and for the purchase of a new vehicle.

The Supplement to the Award is late because of delays in the administrative review process.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Health Department - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

OPTIONS/CONDEMNATION/QUICK-TAKES :

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Barbara Ann Stein	1108 Sarah Ann Street	G/R \$48.00	\$ 400.00
2. David M. Harris, Successor Trustee	329 N. Carrollton Avenue	G/R \$100.00	\$ 916.00
3. David M. Harris, Trustee	1013 W. Mulberry Street	G/R \$ 92.00	\$ 844.00
4. Jill Schwartz	323 N. Carrollton Avenue	G/R \$100.00	\$ 667.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.			
5. Debbie L. Epps	2717 Fenwick Avenue	L/H	\$ 20,250.00
6. Lum E. Brown, Jr.	2719 Fenwick Avenue	L/H	\$ 19,250.00
7. Home Trust Inc.	2702 Hugo Avenue	F/S	\$ 52,000.00
8. Dorothy Williams, reserved Life Estate with Full Powers remainder to Jacqueline D. Thomas, Kevin D. Johnson and Rebecca Waddy	2710 Hugo Avenue	L/H	\$ 48,750.00

AGENDA

BOARD OF ESTIMATES

03/28/2018

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD) - Options - cont'd</u>			
9. Comelius P. Cochran	2712 Hugo Avenue	L/H	\$ 87,250.00
10. NPR Properties, LLC	2720 Hugo Avenue	L/H	\$ 67,200.00
11. Vivian Moore, Carisa D. Bishop and Coretta Walker	2722 Hugo Avenue	L/H	\$ 29,250.00
12. Sameh Elrahimy and Bassem Rawi	1703 E. 28 th Street	L/H	\$ 17,740.00
Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick/Hugo 28 th Street Project.			
13. Amy Sue Nochumowitz, Trustee for Ethan S. Nochumowitz	1028 N. Milton Avenue	G/R \$96.00	\$ 880.00
14. Harriet White and Catherine M. White	1054 N. Milton Avenue	F/S	\$ 46,000.00
15. Darnell Colins, Jr.	1028-1030 N. Milton Avenue	L/H	\$ 40,720.00
16. James Charles Holloway	646 N. Carey Street	½ G/R \$92.12	\$ 768.00
17. Eutaw Place, LLC	2512 Salem Street	G/R \$42.00	\$ 385.00

Funds are available in account no. 9910-906126-9588-900000-704040,
FY 17 CORE Demo Project.

AGENDA

BOARD OF ESTIMATES

03/28/2018

OPTIONS/CONDEMNATION/QUICK-TAKES :

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>(DHCD) - Options - cont'd</u>			
18. Carolyn Shanklin	3008 Woodland Avenue	L/H	\$ 8,250.00
19. Mable Lecato and Teresa Lecato	3010 Woodland Avenue	F/S	\$ 7,000.00

Funds are available in account no. 9910-903183-9588-900000-704040.

20. Leah Hall, Personal Representative of the Estate of Gloria C. Shipman	2315 Harford Road	G/R \$60.00	\$ 400.00
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Funds are available in account no. 9910-908044-9588-900000-704040, Gateway Park Project.

21. Daniel C. McLea, III	714 W. Lafayette Street	G/R \$72.00	\$ 480.00
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Funds are available in account no. 9910-907079-9588-900000-704040, General Acquisitions.

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

Dept. of Housing and Community Development (DHCD) - Condemnation

22. Desmond R. Scruggs	2703 Fenwick Avenue	L/H	\$23,250.00
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Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick/Hugo 2th Street Project.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Julie Saylor.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
Michael Johnson	1
Eunice Anderson	2
Rebekah Hickman	1
Emily Sachs	1
Lisa Greenhouse	5
Shamia Brightful	2
James McGlothlin	3
Stuart Ragland	3
Susan Pluhar	2
Carolyn Harnick	5
Alprescia Rivers	5
Total:	30

Ms. Saylor is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Saylor to remain in pay status and maintain her health coverage.

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Joan Wolk.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
Devon Ellis	1
Marilyn Hage	1
Lisa Greenhouse	2
Kathleen Shelly	2
Erin Kelly	2
Alprescia Rivers	<u>5</u>
Total:	13

Ms. Wolk is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Wolk to remain in pay status and maintain her health coverage.

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

03/28/2018

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreement with St. Ambrose Housing Aid Center, Inc. The period of the CDBG Agreement is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$290,000.00 - 2089-208918-5930-436191-603051
60,000.00 - 2089-208918-5930-434191-603051
\$350,000.00

BACKGROUND/EXPLANATION:

The CDBG Agreement will provide funds to subsidize the organization's operating expenses for one year. The organization will provide one-on-one pre-purchase counseling to potential homeowners and one-on-one default housing counseling service to low- and moderate-income homeowners who are in danger of losing their homes. The organization will also provide housing counseling, referrals and home assessments to match homeowners with existing space in their homes with tenants seeking affordable housing under the Homesharing Program.

MBE/WBE PARTICIPATION:

FOR FY 2018, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$27,250.00, AS FOLLOWS:

MBE: \$7,357.50

WBE: \$2,725.00

AGENDA

BOARD OF ESTIMATES

03/28/2018

DHCD - cont'd

On June 28, 2017, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2017 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2017 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Housing and - Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with the Maryland Department of Housing and Community Development. The period of the Agreement is for two years effective upon execution by the State of Maryland.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 9910-905118-9588-900000-704047

BACKGROUND/EXPLANATION:

Project C.O.R.E. (Creating Opportunities for Renewal and Enterprise) is a State grant program that provides funds for blight elimination to support new development, green space and adaptive reuse. The Department requested funds to stabilize historically significant buildings in its inventory and was awarded \$250,000.00 that will be used to stabilize the Upton Mansion located at 811 West Lanvale Street in the Upton community. The property is a contributing structure in the Old West Baltimore National Register District and was added to the City's historic landmark list in 2008.

The scope of work may include securing the building's exterior, repairing masonry and removing interior debris. Following stabilization, the building will be offered for redevelopment. Work will be undertaken as part of the DHCD's Division of Land Resources Asset Management activities.

The Agreement was delayed because of the time that lapsed between receipt of the award letter and a draft agreement. Additional time was required to modify the agreement.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Housing and - cont'd
Community Development

MBE/WBE PARTICIPATION:

Based upon the approved exclusions, the amount of the total budget to which the MBE/WBE participation goals are applicable is \$123,755.00. Therefore, the 27% MBE and the 10% WBE participation goals are as follows:

MBE: \$33,413.88

WBE: \$12,375.50

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.)

PERSONNEL MATTERS

* * * * *

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

43 - 66

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.

PERSONNEL

Environmental Control Board

1. Reclassify the following filled position:

Position No.: 1170-49109

From: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$30,781.00 - \$35,600.00)

To: Secretary III
Job Code: 33233
Grade: 084 (\$37,001.00 - \$44,161.00)

Costs: \$8,065.00 - 1001-000000-1170-138600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Finance

2. Reclassify the following filled position:

Position No.: 7100-49744

From: Senior Program Assessment Analyst
Job Code: 10183
Grade: 927 (\$63,240.00 - \$101,184.00)

To: Operations Officer III
Job Code: 00087
Grade: 929 (\$67,218.00 - \$107,406.00)

Costs: \$9,106.00 - 1001-000000-7100-691400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Department of Finance - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
3. CLEMENT H. RULEY, JR.	\$43.60	\$25,000.00

Account: 1001-000000-1423-160800-601009

Mr. Ruley, retiree, will work as Accounting Systems Analyst II/Accounting Systems Analyst. His duties will include but are not limited to preparing financial statements for principal agencies that are required by City Charter to undergo biennial audits and prepare the City's Comprehensive Annual Financial Report. This is a 2% raise in the hourly rate from the previous contract period. The agreement is effective upon Board approval for one year.

On January 3, 1996, the Board approved a waiver to the Administrative Manual Policy 212-1, Part I, for the hourly rate only.

Fire Department

4. Reclassify the following vacant position:

Position No.: 34083

From: Operations Officer I
Functional: N/A
Job Code: 00085
Grade: 923 (\$59,466.00 - \$95,370.00)

To: Operations Officer III
Functional: Community Paramedicine Program Manager
Job Code: 00087
Grade: 929 (\$67,218.00 - \$107,406.00)

Costs: \$15,708.00 - 1001-000000-3191-308700-601001

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Fire Department - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of General Services

5. **HOWARD P. BURGEE** \$38.65 **\$46,380.00**

Account: 2029-000000-1982-192500-601009

Mr. Burgee, retiree, will work as Contract Services Specialist I (Building Project Coordinator Building Project Coordinator). His duties will include but are not limited to evaluating requests for and make recommendations on the repair, alteration, and maintenance of City-owned buildings and grounds including internal utilities, reviewing contract drawings, plans and specifications, preparing cost estimates and determining the length of time necessary to complete the project. Mr. Burgee will be responsible for inspecting the work of contractors to ensure compliance with plans and specifications, conducting progress meetings and determining corrective action necessary to solve problems, expediting the completion of contract work and recommending payment to contractors, maintaining records and submit periodic status reports. He will also inspect fire and storm damaged buildings for insurance estimates of damages and may oversee the work of maintenance personnel and manage construction renovation projects for the duration of the projects. This is a 2% increase from the previous contract period. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of General Services - cont'd</u>		
6. JANICE BROWN-HYATT	\$22.66	\$27,192.00

Account: 1001-000000-1981-718100-601009

Ms. Brown-Hyatt, retiree, will work as a Contract Services Specialist I (Communications Analyst II/Special Communications Coordinator). Her duties will include but are not limited to conducting site surveys, reviewing blueprints and floor plans pertaining to the installation of communication equipment and delivery of timely services, serving as liaison to the Office of the Comptroller, Department of Communication Services, Municipal Telephone Exchange regarding work site relocations, repairs, installations, disconnections and all routine agency transactions involving the municipal telephone system and its agents. Ms. Brown-Hyatt will initiate, document, and sustain cost containment measures and invoice review targeting overcharges or expenditures inappropriately assigned to the Department, train agency personnel in equipment operations and the functions of other telecommunications system features, prepare quarterly telecommunications reports that reflect quantity of devices in service, reliability of equipment, and collected data attesting to qualitative measurements. This is a 2% increase from the previous contract period. The period of the agreement is effective upon Board approval for one year.

7. Reclassify the following position:

Position No.: 1982-51953

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Department of General Services - cont'd

To: Operations Assistant I
Job Code: 31104
Grade: 902 (\$41,718.00 - \$66,708.00)

Costs: \$79,544.00 - 1001-000000-1982-272800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Health Department

8. Create the following position:

Classification: Program Assistant II
Job Code: 81323
Grade: 084 (\$37,001.00 - \$44,161.00)
Position No.: To be determined by BBMR

Cost: \$57,247.80 - 4000-426618-3080-294300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

9. **TARA HOLLAND** \$19.00 **\$8,075.00**

Account: 1001-000000-3023-274000-601009

Ms. Holland, will work as Contract Services Specialist II (Community Health Educator I/Peer Educator). Her duties will include but are not limited to facilitating overdose prevention and response training, making referrals to drug treatment for participants, providing risk reduction counseling to program participants. Ms. Holland will conduct health and harm reduction education and counseling, conduct

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Health Department - cont'd

HIV, Hepatitis C, and STD Prevention Education with program participants and other community members, conduct pre/post HIV and Hepatitis C testing and counseling, conduct syringe exchanges and have phlebotomy duties. The period of the agreement is April 1, 2018 through June 30, 2018.

10. **KENDRELL TAYLOR** \$19.00 **\$8,075.00**

Account: 1001-000000-3023-274000-601009

Mr. Taylor, will work as Contract Services Specialist II (Health Educator I/Community Health Educator I/Peer Educator). His duties will include, but are not limited to conducting strategic outreach in high-risk communities, establishing relationships with community stakeholders and promoting opportunities for collaboration, facilitating overdose prevention and response training, making referrals to drug treatment for people suffering from substance use disorders. Mr. Taylor also conducts peer counseling to program participants, conducts health and harm reduction education and counseling, conducts HIV, Hepatitis C, and STD Prevention Education with program participants and other community members, conducts pre/post HIV and Hepatitis C testing and counseling, conducts syringe exchanges and will have phlebotomy duties. The period of the agreement is April 1, 2018 through June 30, 2018.

11. Reclassify the following filled position:

Position No.: 3001-47778

From: Operations Officer I
Job Code: 00085
Grade: 923 (\$59,466.00 - \$95,370.00)

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Health Department - cont'd

To: Operations Officer IV
Job Code: 00088
Grade: 931 (\$72,420.00 - \$115,770.00)

Costs: \$16,345.36 - 1001-000000-3001-568000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

12. Create the following positions:

a. Classification: Nutritionist
Job Code: 81242
Grade: 090 (\$46,670.00 - \$56,723.00)
Position No.: To be assigned by BBMR

b. Classification: HR Specialist I
Job Code: 33628
Grade: 090 (\$46,670.00 - \$56,723.00)
Position No.: To be assigned by BBMR

Cost: \$121,342.00 - 1001-000000-1603-172500-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Police Department

13. Reclassify the following vacant position:

Position No.: 18583

From: Avionics Technician Power Plan
Functional: Same
Job Code: 52723
Grade: 098 (\$65,774.00 - \$80,369.00)

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Police Department - cont'd

To: Operations Officer I
Functional: Same
Job Code: 00085
Grade: 923 (\$59,466.00 - \$95,370.00)

Costs: \$77,306.00 - 1001-000000-1603-172500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

14. **MISHA GUIDA** \$25.00 **\$25,000.00**

Account: 1001-000000-1601-172500-601009

15. **CHARNETTE HOLLAND** \$25.00 **\$25,000.00**

Account: 1001-000000-1601-172500-601009

These individuals will work as Contract Services Specialist II (Grants Procurement Officer/Grant Writer). Their duties will include, but are not limited to sourcing, researching and crafting grant proposals, reviewing applications for content, form and adherence to funding source guidelines, editing proposals, ensuring application package is complete before submission, and drives application completion. She will also assemble and submit grant proposals, including letters, proposals, budgets, and presentations to foundations and grant-making organizations, communicate the WorkBaltimore Initiative to potential grantors, cultivate and maintain personal contact and relationships with foundation contacts and program officers, conduct prospect research, develop database and calendars to track, monitor and ensure timely submission of letters of inquiry, grant proposals

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Police Department - cont'd

deadlines, and reports. They will ensure prompt acknowledgement of foundation grant awards, prioritize projects to keep multiple grant opportunities in varying stages of development and submissions moving through completion in a timely manner, ensure deadlines are met and manages supplemental material required for proposals, provides writing support for grant application content, major donor and individual contribution letters and acknowledgements as requested, recommends grant opportunities and distribute grant proposal applications to executive leadership team and monitor and provide updates on status of grant applications and submissions. The period of the agreement is effective upon Board approval for one year.

Office of the Labor Commissioner

16. Reclassify the following filled position:

Position No.: 46903

From: Special Assistant
Job Code: 10240
Grade: 089 (\$44,764.00 - \$54,349.00)

To: Executive Assistant
Job Code: 00087
Grade: 904 (\$46,920.00 - \$75,072.00)

Costs: \$2,764.00 - 1001-000000-1280-154300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Board of Liquor License Commission</u>		
17. MATTHEW ACHHAMMER	\$33.65	\$35,000.00

Account: 1001-000000-2501-259500-601009

Mr. Achhammer, retiree, will work as a Liaison Officer II/Community Liaison Officer). His duties will include but are not limited to attending community, business association, and governmental meetings throughout the entire City of Baltimore, disseminating information from and about the agency to the various stakeholders, takes questions and answers questions on agency policies, projects and programs, preparing documents for dissemination and all follow-up correspondence for community, business association, and governmental meetings attended, generating reports and tracks attendance at community, business association and governmental meetings for reporting purposes. Mr. Achhammer will also report and document allegations and inquiries regarding licensed establishments raised at meetings and distribute to the proper personnel within the Liquor Board, consult with the Executive Administration and advise community, business associations, and governmental groups regarding specific problems and complaints associated with licensed establishments. The period of the agreement is effective upon Board approval for one year.

Mayor's Office

18. Create the following two positions:

- a. Classification: Operations Specialist I
 - Job Code: 00083
 - Grade: 906 (\$50,694.00 - \$80,988.00)
 - Position No.: To be assigned by BBMR

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Mayor's Office - cont'd

- b. Classification: Operations Specialist I
 - Job Code: 00083
 - Grade: 906 (\$50,694.00 - \$80,988.00)
 - Position No.: To be assigned by BBMR

Cost: \$152,942.00 - 5000-507918-2254-756300-603026

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Mayor's Office of Criminal Justice

19.	ELISE GILLESPIE	\$40.00	\$ 31,200.00
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Account: 6000-607118-2251-763300-601009

Ms. Gillespie will work as a Contract Services Specialist II (Program Manager). She will manage all phases of CitiWatch expansion projects, act as a liaison between the Baltimore City Police Department, the Mayor's Office of Information Technology, the Mayor's Office of Criminal Justice, and all external parties to ensure projects are meeting the appropriate deadlines. Ms. Gillespie will develop project budgets, schedules, work plans, and cost estimates for new projects, monitor contracts to ensure conformance to approved plans and contract specifications. In addition, she will prioritize projects based on financial feasibility and the needs surrounding public safety issues, provide updates for projects as required by the administrative supervisor or grant requirements, and participate in bi-weekly meetings with all relevant stakeholders for project updates and troubleshooting issues related to camera maintenance. The period of the agreement is effective upon Board approval through December 31, 2018.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office of Emergency Management (MOEM)</u>		
20. MEGAN HARDY	\$25.00	\$ 52,000.00

Account: 4000-482016-2023-212601-601009

Ms. Hardy will work as a Contract Services Specialist II (Executive Assistant/Executive Assistant). She will provide administrative and clerical support for MOEM staff members, attend meetings and events, help plan the MOEM Conference, attend Homeland Security Preparedness Committee meetings, including taking minutes, preparing agendas, sign-in sheets, and sending out reminders and calendar requests. Ms. Hardy will print handouts in preparation for the meetings, maintain distribution lists, maintain the electronic filing system for all documents, schedule future meetings, and prepare the agendas with input from the Director and Deputy Director of Administration and Finance. In addition, she will maintain employee personnel folders and records, manage calendars for the Director and two Deputy Directors, handle agency timesheet submissions, receive, print, store and act as a liaison between MOEM and applicants for positions, reserve the conference call line for calls, and schedule management/maintenance, etc. The period of the agreement is effective upon Board approval for one year.

Department of Planning

21. Reclassify one filled position:

Position No.: 16598

From: City Planner II
 Job Code: 74137
 Grade: 927 (\$63,240.00 - \$101,184.00)

To: Operations Officer III
 Job Code: 31111
 Grade: 929 (\$67,218.00 - \$107,406.00)

Costs: \$10,126.00 - 1001-000000-1871-187400-601001

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Dept. of Planning - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Police Department

22. **MICHAEL F. BAPTIST** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Baptist, retiree, will continue to work as a Contract Services Specialist I (Police Human Resources Associate/Contract Service Specialist I) in the Application Investigation Section. He will conduct pre-employment investigations of sworn and civilian applicants, conduct local, state, national record and warrant checks, investigate references, perform neighborhood canvasses, interview applicants, and gather all vital information. Mr. Baptist will also summarize investigations into a pre-employment file, process background investigations for promotional candidates, including records checks, and gather recommendations and summaries of the previous work history of the candidates. The period of the agreement is April 6, 2018 through April 5, 2019.

This is an increase of 40% in the hourly rate from the previous contract period of \$14.42 per hour to \$20.19 per hour. The hourly rate of \$14.42 per hour had remained static for many years and had not increased with the cost-of-living or with the continued dedication and performance of retired police officers. The Baltimore Police Department lags behind surrounding jurisdictions in pay for retired officers. Baltimore County hires retirees at \$24.00 per hour, as well

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

Police Department - cont'd

as other Police Departments hire retirees at a rate commensurate with the job responsibilities, skills and institutional knowledge that a retiree brings to the position.

The consent decree will require the Department to hire individuals from many contractual positions to ensure implementation and compliance. These positions will require varying skill sets that were not required before. Therefore, needing a higher salary to attract and maintain skilled staff. The increase in pay from \$14.42 per hour to \$20.19 is essential to maintain key retired officers in essential positions, such as Mr. Baptist, as well as providing an appropriate hire rate for newly placed retired officers.

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

23. **DEROND RICKS** \$29.80 **\$ 40,050.00**

Account: 5000-588518-2021-212900-601009

Mr. Ricks, will work as a Contract Services Specialist II (Fiscal Technician/Fiscal Technician). He will be responsible for financial fidelity and ensuring timely processing of accounting on the grants. This is an 8% increase from the previous contract period. This hourly rate is justified due to an increase in workload to the portfolio of grants and this hourly rate commensurate with Mr. Rick's education, experience and skill set for this position. The period of the agreement is March 28, 2018 through March 27, 2019.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department - cont'd</u>		
24. SHANNON L. BURLESON	\$21.63	\$ 45,000.00

Account: 1001-000000-2041-744200-601009

Ms. Burleson will work as a (Video Specialist). She will create electronic case folders of arrest and traffic violations made by the Baltimore Police Department members to prepare as evidence for criminal prosecution, review body worn camera footage for policy compliance, and categorize body worn camera videos. Ms. Burleson will respond to requests from both the Assistant State's Attorney's Office as well as the Maryland Public Information Act, submit audit reports of body worn camera footage reviews to supervisory staff, report potential misconduct to supervisory staff from body worn camera footage for further review, and maintain job performance statistics. The period of the agreement is effective upon Board approval for one year.

25. TINA M. BOGGAN-CAMARA	\$21.63	\$ 45,000.00
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Account: 5000-588518-2021-212900-601009

Ms. Boggan-Camara, will work as a Contract Services Specialist II (Domestic Violence Advocate/Victim Advocate). She will provide crisis counseling, safety and resource identification to adult victims of domestic violence, assist victims with obtaining protective orders, accompany Detectives to the homes of victims, assist victims with proceeding through the court system, and maintain information in the domestic violence database. Ms. Boggan-Camara will also serve as a liaison between victims and law enforcement, and assist victims in obtaining emergency shelter and housing and listing and updating shelter names, contact information, policies and procedures for acceptance to shelters for domestic violence victims. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department - cont'd</u>		
26. YOLANDA BEVANS	\$20.19	\$ 42,000.00

Account: 1001-000000-2042-198100-601009

Ms. Bevans, retiree, will work as a Contract Services Specialist I (Legal Assistant/ Contract Services Specialist I). She will ensure completion of disciplinary actions and service charges, set hearing schedules, postponements and locations, and communicate with outside counsel. Ms. Bevans will also coordinate security and panels for hearings, oversee website updates and monthly statistical reporting, coordinate management of suspension hearings, and communicate with Command staff regarding hearing outcomes. The period of the agreement is April 1, 2018 through March 31, 2019.

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

27. Reclassify the following filled position:

Position No.: 47243

From: Operations Manager I
Functional: Chief of Staff
Job Code: 00090
Grade: 939 (\$83,742.00 - \$138,006.00)

To: Operations Manager III
Functional: Chief of Staff
Job Code: 00092
Grade: 960 (\$94,248.00 - \$155,448.00)

Costs: \$24,738.00 - 1001-000000-2041-716600-601001

PERSONNEL

Hourly Rate

Amount

Police Department - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Public Works

28. Classify the following vacant position:

Position No.: 49964

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

To: Operations Officer II
Job Code: 31110
Grade: 927 (\$63,240.00 - \$101,184.00)

Costs: \$94,063.00 - 2071-000000-5471-400500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

PERSONNEL

Department of Public Works - cont'd

29. Reclassify the following filled position:

Position Nos: 33721, 50008, 49997, 24005, 22712, and 50007

From: Utility Meter Technician I
Job Code: 34310
Grade: 078 (\$30,871.00 - \$35,600.00)

To: Utility Meter Technician III
Job Code: 34309
Grade: 082 (\$34,479.00 - \$40,783.00)

Costs: \$40,314.00 - 2071-000000-5471-609100-601001
2071-000000-5471-609200-601001
2071-000000-5471-609300-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Recreation and Parks

30. Reclassify the following filled position:

Position No.: 24039

From: Operations Officer I
Job Code: 31109
Grade: 923 (\$59,466.00 - \$95,370.00)

To: HR Generalist II
Job Code: 33677
Grade: 923 (\$59,466.00 - \$95,370.00)

There are no costs associated with this action.

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BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Department of Recreation and Parks - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

31. Reclassify the following filled position:

Position No.: 24186

From: Motor Vehicle Driver I
Job Code: 54411
Grade: 487 (\$32,482.00 - \$33,953.00)

To: HR Generalist I
Job Code: 33676
Grade: 088 (\$42,996.00 - \$52,092.00)

Cost: \$13,823.00 - 1001-000000-4711-362000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

32. Reclassify the following filled position:

Position No.: 24488

From: Motor Vehicle Driver I
Job Code: 54421
Grade: 427 (\$32,025.00 - \$34,574.00)

To: HR Generalist I
Job Code: 33676
Grade: 088 (\$42,996.00 - \$52,092.00)

Cost: \$14,435.00 - 1001-000000-4711-362000-601001

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Department of Recreation and Parks - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

33. Reclassify the following vacant position:

Position No.: 24057

From: Network Engineer
Job Code: 33192
Grade: 927 (\$63,240.00 - \$101,184.00)

To: Agency IT Supervisor
Job Code: 33150
Grade: 936 (\$79,152.00 - \$126,582.00)

Costs: \$30,368.00 - 1001-000000-4711-618200-601001
1001-000000-4803-372000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

34. Reclassify the following vacant position:

Position No.: 50049

From: Design Planner I
Job Code: 74146
Grade: 923 (\$59,466.00 - \$95,370.00)

To: Design Planner II
Job Code: 74147
Grade: 927 (\$63,240.00 - \$101,184.00)

Costs: \$2,254.00 - 5000-577718-4781-363900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

PERSONNEL

Recreation and Parks

35. Create the following non-civil classification:

Classification: Recreation Manager
Job Code: 10291
Grade: 931 (\$72,420.00 - \$115,770.00)

No-Cost 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 237-1.

36. Adjust the salary for the following classification, effective July 1, 2016:

- a. Classification: Sheriff
Job Code: 01410
From: Grade 86E (\$132,600.00)
To: Grade 86E (\$135,300.00)

Adjust the salary for the following classification, effective July 1, 2017:

- b. Classification: Sheriff
Job Code: 01410
From: Grade 86E (\$135,300.00)
To: Grade 86E (\$138,006.00)

Cost: \$8,364.00 - 1001-000000-1182-138800-601001

The compensation for the Baltimore City Sherriff is established in part by Maryland Courts & Judiciary Process §2-309(d) (1) (i) which in relevant part requires a minimum salary of the midpoint of Grade 939 in the Baltimore City compensation structure. The Sherriff's salary is continually monitored and adjusted when necessary to avoid conflict with the statutory requirements.

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>States Attorney's Office</u>		
37. KELVIN SEWELL	\$33.52	\$63,906.00

Account: 1001-000000-1150-118000-601009

Mr. Sewell, retiree, will work as Contract Services Specialist I (SAO/Investigator). His duties will include but are not limited to leading the Criminal Investigations unit, which investigates felony, homicide, and violent crime cases, and locates and interviews witnesses, acting as a liaison with law enforcement agencies, researching the whereabouts of and locating parties relevant to prosecution of cases. He will also provide location information to attorneys and forwards to Warrant Apprehension Task Force so that arrests can be effected, communicate with witnesses and victims to provide case status and trial date information, prepare subpoenas, ascertain and verify respondents' legal identity through fingerprint identification and verifies such documents as birth certificates, marriage licenses and divorce decrees. Mr. Sewell will testify as to findings before the Grand jury in presentation of cases for indictment and in Circuit Court trial, documents investigative activities and findings. This is a 2% increase from the previous contract period. The period of the agreement is March 29, 2018 through March 28, 2019.

In March 1999, the Board approved a waiver to the Administrative Manual Policy 212-1, which allowed the State Attorney's Office to hire retired Police Officers as Investigators with no restrictions to the number of work hours and rate of pay.

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>States Attorney's Office - cont'd</u>		
38. DOUGLAS B. LUDWIG	\$36.75	\$44,100.00

Account: 1001-000000-1150-118000-601009

Mr. Ludwig, retiree, will work as Contract Services Specialist I ((Assistant State's Attorney). His duties will include but are not limited to reviewing charging documents for all on view arrests made by police officers, making decisions to release or charge offenders based on principles of law, and produces and provides bail recommendations to court commissioners for all cases involving violent felonies and firearm charges. Mr. Ludwig will screen all offenders for eligibility for Early Resolution Court, Quality Case Review dockets and Repeat Violent Offender status as well as follow-up with notifications of arrests to the Division of Parole and Probation, Department of Juvenile Services, trial units of the State's Attorney Office and other law enforcement partners. The period of the agreement is April 9, 2018 through April 8, 2019.

39. DWIGHT P. THOMAS	\$28.61	\$54,552.00
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Account: 1001-000000-1150-118000-601009

Mr. Thomas, retiree, will work as Contract Services Specialist I (SAO/Investigator). His duties will include but are not limited to investigating felony, domestic violence, and violent crime cases, locating and interviewing witnesses, and acts as a liaison with police agencies, researching the whereabouts of and locates parties relevant to prosecution of cases, providing location information to attorneys and forwards to Warrant Apprehension Task Force so that arrests can be effected. He will also communicate with witnesses and victims to provide case status and trial date information, prepare subpoenas, ascertain and verify respondents' legal identity through fingerprint identification and verifies such documents as birth certificates, marriage licenses and divorce decrees testify as to findings before the Grand Jury in

AGENDA

BOARD OF ESTIMATES

03/28/2018

PERSONNEL

Hourly Rate

Amount

States Attorney's Office - cont'd

presentation of cases for indictment and in Circuit Court trial; documents investigative activities and findings. This is a 2% increase from the previous contract period. The period of the agreement is March 29, 2018 through March 28, 2019.

In March 1999, the Board approved a waiver to the Administrative Manual Policy 212-1, which allowed the State Attorney's Office to hire retired Police Officers as Investigators with no restrictions to the number of work hours and rate of pay.

Mayor's Office of Human Services

40. **GEON FLOYD** \$26.44 **\$55,000.19**

Account: 2026-000000-3574-797800-601009

Mr. Floyd will work as Contract Services Specialist II (Homeless Program Coordinator/Homeless Community Outreach Worker). His duties will include but are not limited to visiting communities and canvassing neighborhoods, acquainting homeless individuals with and providing assistance to encourage utilization of community services, explaining and reinforcing services resources available to persons needing special assistance, including social, health or other programs that offer resources and provide services to the homeless. Mr. Floyd will also develop a relationship with homeless individuals through frequent visits to foster, support and encourage participation in programs, process applications or registration forms for services, may complete client demographic logs and other statistical information, visit with homeless individuals on the street and confer about obstacles preventing participation in programs and means of overcoming those obstacles, and may drive a van. He will complete daily vehicle inspection report on van, may clean van, and may maintain all safety conditions in the van, maintain computerized log of daily activities and completes simple reports and other forms. In addition he will research community resources that benefit homeless individuals and enhance services provided by community program. The agreement is effective upon Board approval for twelve months.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Bureau of Procurement,
Baltimore Police Department, &
Minority and Women's Business - Report to the Board on B50005017,
Opportunity Office (MWBOO) Background Investigation

On October 25, 2017, the Board approved the recommendation for the award of B50005017, Background Investigation to Kentech Consulting, Inc. in the amount of \$1,975,000.00. The purpose of the award was to outsource background investigations to reduce the backlog in hiring by the Police Department. On October 25, 2017, it was reported to the Board the staffing of the Police Department's Recruitment Unit's had been reduced to half and that the recommended awardee (Kentech Consulting, Inc.) would be able to complete background investigations more expeditiously than the Police Department.

The award recommendation included allowing the vendor to submit a plan to come into compliance with MBE/WBE within ten days. Further Kentech Consulting committed to opening an office in Baltimore City.

The recommendation to award B50005017 to Kentech Consulting, Inc. was approved with the requirement that the Board receive report in 90 days on the application process including but not limited to number of applicants; demographics of applicants and those hired so that the Board can ascertain how well the program is working to achieve the recruitment and hiring goals of the City. The Board has also requested a status on MWBOO compliance and participation to date and the status of the Baltimore City Office for Kentech Consulting, Inc. with information on staffing and operations.

The Bureau of Procurement, Baltimore Police Department, and Minority and Women's Business Opportunity Office will report the status of the contract to the Board.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

- | | | |
|---|--------------|---------|
| 1. KOLS CONTAINERS, INC. | \$ 25,000.00 | Renewal |
| Contract No. B50004988 - Sample Containers - Department of Public Works - Water and Wastewater - P.O. No. P539312 | | |

On April 24, 2017, the City Purchasing Agent approved the initial award in the amount of \$20,882.06. The award contained two 1-year renewal options. On January 23, 2018, the City Purchasing Agent approved an increase in the amount of \$4,117.94. This first renewal in the amount of \$25,000.00 is for the provision of sample containers to meet the required operational needs of the Patapsco and Back River Wastewater Treatment Plant. The period of the award is April 24, 2018 through April 23, 2019, with one 1-year renewal option.

MBE/WBE PARTICIPATION:

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

- | | | |
|--|--------------|---------|
| 2. ROCKY MOUNTAIN HOLDINGS, LLC | \$400,000.00 | Renewal |
| Contract No. 06000 - Non-Emergent Medical Air Transportation Services - Health Department - P.O. No. P535700 | | |

On June 1, 2016, the Board approved the initial award in the amount of \$452,542.00. The award contained three 1-year renewal options. Subsequent actions have been approved. Non-Emergent Medical Air Transportation services for critical care patients are provided by the Maryland Department of Health (MDH) through the Transportation Grants Program. The MDH protocol states, "All air ambulance transport costs for Maryland Medicaid recipients will be paid by the Baltimore City Health Department," through the Transportation Grants Program. The State of Maryland must license all air ambulance service

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

companies. The MDH protocol further states "this unit (Health Department) will screen all calls as to eligibility and necessity, and the appropriate transportation will be arranged when approved." This second renewal in the amount of \$400,000.00 is for the period June 1, 2018 through May 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On June 6, 2017, it was determined that no goals would be set because of no opportunity to segment the contract. The contracting hospitals uses its staff during transport.

MWBOO GRANTED A WAIVER.

- 3. AIR AMBULANCE

SPECIALISTS, INC.	\$195,360.00	Renewal
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Contract No. 06000 - Non-Emergent Medical Air Transportation
- Health Department - P.O. No. P535702

On June 1, 2016, the Board approved the initial award in the amount of \$195,360.00. The award contained three 1-year renewal options. On June 14, 2017, the Board approved the first renewal in the amount of \$195,360.00. Non-Emergent Medical Air Transportation services for critical care patients are provided by the Maryland Department of Health (MDH) through the Transportation Grants Program. The MDH protocol states, "All air ambulance transport costs for Maryland Medicaid recipients will be paid by the Baltimore City Health Department," through the Transportation Grants Program. The State of Maryland must license all air ambulance service companies. The MDH protocol further states "this unit (Health Department) will screen all calls as to eligibility and necessity, and the appropriate transportation will be arranged

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

when approved." This second renewal in the amount of \$195,360.00 is for the period June 1, 2018 through May 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On June 6, 2017, it was determined that no goals would be set because of no opportunity to segment the contract. The contracting hospitals uses its staff during transport.

MWBOO GRANTED A WAIVER.

- 4. LORENZ LAWN & LANDSCAPE, INC. \$ 60,132.00 Renewal
 Contract No. B50003826 - Landscape Maintenance Services for Exterior and Interior Plants for Baltimore Convention Center - Baltimore Convention Center - P.O. No. P531177

On May 6, 2015, the Board approved the initial award in the amount of \$60,132.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This third renewal in the amount of \$60,132.00 is for the period May 7, 2018 through May 6, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO set goals of 10% MBE and 5% WBE. On March 7, 2018, Lorenz Lawn & Landscape Inc. was found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: 4 Evergreen Lawn Care	10%	\$6,614.56	11.4%
WBE: Fouts Lawn Care Corp.	5%	\$3,608.00	6.2%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

- 5. INDUSTRIAL MONITORING
AND CONTROL SYSTEMS, INC. \$100,000.00 Increase
Contract No. 08000 - SCADA Maintenance and Support Agreement
- Department of Public Works - Water and Wastewater - P.O. No.
P535077

On March 9, 2016, the Board approved the initial award in the amount of \$250,000.00. This increase is necessary to provide the required maintenance requirements for the Supervisory Controls and Data Acquisition (SCADA) system at the Water Filtration Plants. This increase in the amount of \$100,000.00 will make the award amount \$350,000.00. The contract expires on March 8, 2021. 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. The maintenance and support are only available from the vendor, and are not available from subcontractors.

- 6. ITEM #1-#8 Cu. Yd. LOAD PACKERS
BALTIMORE TRUCK CENTER, INC. \$104,353.00

ITEM #2-#16 Cu. Yd. LOAD PACKERS
MARYLAND INDUSTRIAL TRUCKS,
INC. 0.00
\$104,353.00 Increase
Contract No. B50005061 - Load Packers - Department of General
Services, Fleet Management - P.O. No. P540979

On September 13, 2017, the Board approved the initial award in the amount of \$1,680,949.00. This increase is necessary to

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

purchase one additional 8 cu. yd. load packer to replace an older truck in the City's fleet that has exceeded its expected life cycle. This increase will make the award amount \$1,785,302.00. The contract expires on September 12, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

7. LAAKE ENTERPRISES, INC.

t/a FESCO EMERGENCY

SALES	\$210,000.00	Increase
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Contract No. 06000 - O.E.M. Parts and Service for Horton Medics - Department of General Services, Fleet Management - P.O. No. P525152

On September 25, 2013, the Board approved the initial award in the amount of \$400,000.00. The award contained two renewal options. Subsequent actions have been approved. Due to Fleet Management having several Horton Medics that required major repairs during this term, an increase is necessary. This increase in the amount of \$210,000.00 will make the award amount \$1,010,000.00. The contract expires on September 2, 2018.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On July 8, 2013, it was determined that no goals would be set because of no opportunity to segment the contract. Laake Enterprises, Inc. is the only authorized dealer in the State of Maryland to provide warranty, repairs and distribution.

MWBOO GRANTED A WAIVER.

- | | | |
|--|----------------|----------|
| 8. PVS TECHNOLOGIES, INC. | \$2,000,000.00 | Increase |
| Contract No. B50004332 - Ferric Chloride for Wastewater Treatment Plants - Department of Public Works - Wastewater Facilities - P.O. No. P533569 | | |

On November 18, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. Subsequent actions have been approved. The increase usage of Ferric Chloride for Wastewater Treatment Plants is caused by abnormal process conditions which is being addressed by ongoing upgrades of the new Headwork's facilities. This increase in the amount of \$2,000,000.00 will make the award amount \$8,000,000.00. The contract expires on November 17, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

9. ITEM #1 - LIGHT TOWERS

NATIONAL CAPTIAL INDUSTRIES, INC.	\$198,904.00	
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ITEM #2 - SOLAR POWERED

ARROW BOARDS

DIMENSIONAL PRODUCTS, INC.	0.00	
	<u>\$198,904.00</u>	Increase

Contract No. B50005223 - Light Towers and Solar Powered Arrow Boards - Department of General Services - Fleet Management - P.O. No. P542550

On February 7, 2018, the Board approved the initial award in the amount of \$176,752.00. This increase is necessary to purchase 23 additional light towers to provide light to dimly lit streets as part of the Mayor's Violence Reduction Initiative. The need for these additional light towers was identified after the solicitation had been awarded. This increase in the amount of \$198,904.00 will make the award amount \$375,656.00. The contract expires on February 6, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

10. GEIGER PUMP AND EQUIPMENT

<u>COMPANY</u>	<u>\$ 38,297.00</u>	<u>Sole Source</u>
Contract No. 08000 - Rotating Pump Assembly - Department of Public Works - Wastewater Facilities - Req. No. R782467		

The vendor is the manufacturer's sole authorized source of the equipment and these parts which must be compatible with currently installed equipment at the water treatment plant. The period of the award is March 28, 2018 through March 27, 2019. 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 available from subcontractors.

11. ATLANTIC EMERGENCY SOLUTIONS, INC.

<u>INC.</u>	<u>\$234,064.00</u>	<u>Cooperative Contract</u>
Houston-Galveston Area Council Contract No. AMD10-16-Dodge Road Rescue Medic Units - Department of General Services, Fleet Management - Req. No. R791021		

One medic unit will be purchased from a competitively bid, cooperative inter-local contract agreement between the Baltimore Regional Cooperative Purchasing Committee and Houston-Galveston Area Council. This medic unit will replace an older first line medic unit currently scheduled for rotation into the reserve fleet, as part of Fleet Management's planned replacement program.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

Amoss Grant funds in the amount of \$117,034.32 will be used to pay for half of the purchase, with the remainder being paid using a general fund match. The contract expires on September 30, 2018.

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 May 15, 2017, 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 dealer who is required to provide associated pre-delivery inspection and warranty parts.

MWBOO GRANTED A WAIVER.

12. BEL AIR VELO LLC,	\$ 40,901.52	Low Bid
Solicitation No. B50005275 - Police Patrol Bikes and Accessories - Baltimore City Police Department - Req. No. R780965		

Vendors were solicited by posting on CitiBuy. On January 26, 2018, the two bids were received and opened.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

13. FOREST VALLEY TREE & TURF, INC.	\$1,000,000.00	Extension
Contract No. B50002697 - Tree Pruning and Removal Department of Recreation and Parks - P.O. No. P523003		

On March 27, 2013, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two renewal options. Both renewal options have been exercised. Subsequent actions have been approved. An extension is necessary to continue tree pruning and removal services for various city agencies while a new solicitation, B50005363 is advertised with an estimated bid open date of May 31, 2018. The contract expires on April 1, 2018. The period of the extension is April 2, 2018 through September 31, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 4, 2013, MWBOO set goals of 10% MBE and 0% WBE, however, the vendor committed to 39.5% MBE participation. On March 12, 2018, Forest Valley Tree & Turf, Inc. was found in compliance.

MBE: Johnson Tree Service, \$350,000.00 39.5%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Mayor's Office - Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Non-Construction Consultant Agreement with The Tucker Group, LLC, Consultant. The period of the agreement is effective April 1, 2018 for one year, with a one year renewal option.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - 1001-000000-1250-775500-603018

BACKGROUND/EXPLANATION:

On January 20, 2018, the Board approved a three month agreement with the Consultant to provide for strategic consultation and tactical services for communications and the media. This agreement was effective on January 1, 2018 through March 31, 2018. The strategic consultation and tactical services for communications and the media remains necessary. Instead of renewing a contract every few months, the Office of the Mayor wishes to enter into a one-year agreement with the Tucker Group with the option of renewing for a second year.

Under this agreement, the Consultant will work for 1,300 hours, at a rate of \$111.00 per hour for a total compensation of \$144,300.00. There will be an additional allowance of \$5,700.00 for expenses. As part of this agreement, the Consultant will be available (i.e. on-call) 24 hours per day, 7 days a week, to provide services to the Mayor's Office during the 52 weeks of the agreement. The Consultant will provide services for approximately 25 hours per week.

MBE/WBE PARTICIPATION:

On March 16, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Non-Construction Consultant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Finance - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Agreement (MOA) with the Maryland Historical Trust. The term of the MOA will expire upon the Maryland Archeological Construction Lab (MAC Lab), Jefferson Patterson Park & Museum receiving the last shipment of the boxes of the collection and payment in full of the entire conservation fee payment.

AMOUNT OF MONEY AND SOURCE:

\$46,998.0 - 1001-000000-1220-146500-607004

BACKGROUND/EXPLANATION:

The MOA outlines the terms of the transfer of the City's title in the Baltimore Center for Urban Archeology Collection (Collection) to the Maryland Historical Trust for future preservation and conservation of the Collection at the MAC Lab, located at 10515 Mackall Road in Saint Leonard, Maryland, and future deeds of gift transferring title of the Collection to the Maryland Historic Trust.

The Collection was previously transferred to the City Life Museums. On April 22, 1998 the Board approved the transfer to Baltimore City Life Museums and MHS Monument Street, Inc. a subsidiary of the Maryland Historical Society (MHS). MHS agreed to, among other things, accept a lease of the Collection formerly held by the City Life Museums upon terms and conditions. The Collection consists of approximately 486 boxes and contains artifacts from 60 separate archeological project sites. The remaining parties agree the MHS is no longer able to adequately maintain the Collection and the parties have approached the MAC Lab to accept the Collection for conservation and future preservation of the Collection.

The MOA provides that the Collection will be delivered to the MAC Lab in five installments and the City will transfer its title and the title of unlocatable owners to the Collection by deeds of

AGENDA

BOARD OF ESTIMATES

03/28/2018

Department of Finance - cont'd

gift in accordance with the MAC Labs practices. The Deeds provide that the City may retrieve the Collection should the MAC Lab no longer maintain the facilities or operations to adequately preserve the Collection. The MAC Lab will charge the City a one-time fee of \$46,998.00 for the conservation required to preserve the Collection which is a significant reduction from its regular fee schedule.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
82 - 83
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

AGENDA

BOARD OF ESTIMATES

03/28/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | |
|----|---|----------------|
| 1. | B50005154, Citywide
Violation Towing | \$4,000,000.00 |
| | a. <u>ITEM I: CENTRAL
BUSINESS SECTOR</u> | |
| | McDel Enterprises,
Inc. | |
| | b. <u>ITEM II: NORTH SECTOR</u> | |
| | Lilith, Inc. d/b/a
Jim Elliott's Towing | |
| | c. <u>ITEM III: EAST SECTOR</u> | |
| | C&S Towing and Transport,
LLC | |
| | d. <u>ITEMS IV & V: WEST SECTOR
AND HEAVY EQUIPMENT</u> | |
| | The AutoBarn, Inc. | |

MWBOO SET GOALS OF 8% FOR MBE AND 2% FOR WBE.

a. McDel Enterprises, Inc.

MBE: Apex Petroleum Corporation	8.0%
WBE: Cherry Hill Fabrication Incorporated	1.0%
McDel Enterprises, Inc.	<u>1.0%</u>
	2.0%

AGENDA

BOARD OF ESTIMATES

03/28/2018

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

b. Lilith, Inc. d/b/a Jim Elliott's Towing

MBE: McDel Enterprises, Inc. 8.0%

WBE: Doug's Auto Recycling, Inc. 2.0%

c. C&S Towing and Transport, LLC

MBE: C&S Towing and Transport, LLC 4.0%
JJ Adams Fuel Oil Co., LLC 4.0%
8.0%

WBE: McDel Enterprises, Inc. 2.0%

d. The AutoBarn, Inc.

MBE: JJ Adams Fuel Oil Co., LLC 8.0%

WBE: April Toner, LLC 2.0%

MWBOO FOUND VENDORS IN COMPLIANCE.

(Dept. of Transportation)

A LETTER OF PROTEST HAS BEEN RECEIVED FROM FRANKFORD TOWING.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Mayor's Office of Employment - Rescission of Inter-Govern-
Development (MOED) mental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to rescind the Inter-governmental Agreement, approved by the Board on August 9, 2017, with the Maryland State Department of Human Services, Baltimore City Department of Social Services (DHR/BCDSS).

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - 4000-809617-6397-456000-404001

BACKGROUND/EXPLANATION:

On August 9, 2017, the Board approved the original Inter-governmental Agreement between the DHR/BCDSS, and MOED to provide funding for the 2017 Youth Works Summer Jobs Program for the period of June 26, 2017 through August 11, 2017, in an amount not to exceed \$1,500,000.00.

As a result of a change in the available funding made after the August 9, 2017 approval, the parties decided not to move forward with the aforementioned Inter-governmental Agreement and instead, entered into a different Inter-governmental Agreement in the amount of \$2,250,000.00, which was approved by the Board on January 17, 2018.

Therefore, MOED would like the Board to rescind its August 9, 2017 approval of the original Inter-governmental Agreement.

The request to rescind the original Inter-Governmental Agreement is late because of administrative delays during discussions with State officials.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

03/28/2018

Baltimore Development - Local Government Resolution Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve a Local Government Resolution in support of the Maryland Economic Development Assistance Authority Fund (MEDAAF) Loan from the Department of Commerce. As part of its MEDAAF loan program requirements, the State requires the local jurisdiction to provide a Local Government Resolution of support to participate in the program.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - State of Maryland - Department of Commerce

No City funds are requested at this time.

BACKGROUND/EXPLANATION:

The loan from the Department of Commerce will be funded to the BDC. In turn, the BDC will reloan the funds to 2101 East Biddle, LLC as part of the funding for development costs related to the renovation and reconstruction of the former Hoen Lithograph building, located at 2101 East Biddle Street in Baltimore City (the Facility).

The Facility will be made operative as an 85,000 square foot mixed-use property with residential and commercial tenants (the Project). The total Project costs are \$27,000,000.00 and the Facility is being developed by Cross Street Partners and City Life Historic Properties through a Joint Venture.

The 85,000 square foot Project will consist of 60 homes at 50% market rate, 30% workforce, and 20% affordable. The remainder of the Project will consist of commercial and retail space along with an innovative and large scale workforce training, business

AGENDA

BOARD OF ESTIMATES

03/28/2018

BDC - cont'd

incubation, and a social enterprise facility to include, a state-of-the-art technology lab, a training center, office space for non-profits, and co-working space with shared amenities and resources to grow small and minority-owned firms, and provide a well-trained workforce for anchor institutions and local businesses.

The estimated completion date of the Project is late 2018. It is expected that a total of 455 jobs will be created of which 220 are construction related, 100 are anticipated at the incubator, and the remaining 135 throughout the site.

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

CITY OF BALTIMORE RESOLUTION

RESOLUTION OF THE BOARD OF ESTIMATES OF THE MAYOR AND CITY COUNCIL OF BALTIMORE APPROVING THE REQUEST FOR A \$500,000 LOAN TO MAKE A RELOAN TO 2101 EAST BIDDLE LLC (AKA: CROSS STREET PARTNERS AND CITY LIFE HISTORIC PROPERTIES) FOR THE DEVELOPMENT OF A MIXED USE PROPERTY LOCATED NEAR THE EAST BALTIMORE REDEVELOPMENT SECTION OF BALTIMORE CITY LOCATED ON EAST BIDDLE STREET FORMERLY KNOWN AS HOEN LITOGRAPH BUILDING

WHEREAS, the City of Baltimore Development Corporation ("BDC") on behalf of the Mayor and City Council of Baltimore (the "City") has submitted an application dated February 28, 2018, to receive a loan of funds from the DEPARTMENT OF COMMERCE of the State of Maryland (the "Department") from the MARYLAND ECONOMIC DEVELOPMENT ASSISTANCE AUTHORITY AND FUND ("MEDAAF") in the amount of \$500,000 (the "State Loan"), to be used to make a reloan of the \$500,000 State Loan (the "Loan") to 2101 East Biddle, LLC ("the Developer") aka: Cross Street Partners and City Life Historic Properties, or an entity acceptable to the Department), to assist with costs related to the renovation and reconstruction of the former Hoen Lithograph building at 2101 East Biddle Street in Baltimore City, Maryland (the "Facility"). The Facility will be made operative as an approximately 85,000 square foot mixed use property with commercial tenants (collectively, the "Project"). The total project costs are in the amount of \$27 million.

WHEREAS, the development of 2101 East Biddle Street in the East Baltimore Redevelopment area of Baltimore City is critical to the success of the City's economic development initiatives.

WHEREAS, the development of a new mixed use building on East Biddle Street will serve as a catalyst for continued development in Baltimore City bringing vitality to the City's economy.

WHEREAS, the MARYLAND ECONOMIC DEVELOPMENT ASSISTANCE AUTHORITY AND FUND ("MEDAAF") offers certain improvements to jurisdictions meeting certain eligibility criteria.

WHEREAS, the City meets the eligibility criteria and is eligible to request funds under the State's MEDAAF program.

AGENDA

BOARD OF ESTIMATES

03/28/2018

City of Baltimore MEDAAF Resolution
2101 East Biddle, LLC
aka: Hoen Lithograph Building
Page 2 of 3

WHEREAS, the City and BDC agree that the Loan shall be used in accordance with Maryland law relating to MEDAAF, namely, Economic Development Article, Sections 5-301 through 5-349, inclusive, (the "Act") and the applicable regulations, for the purposes set forth in the application described above; and

WHEREAS, the City has determined that it is in the best interests of the citizens of Baltimore City, Maryland that BDC request \$500,000 from the MEDAAF program to support the development of the Project.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Estimates of the Mayor and City Council of Baltimore:

1. The City hereby approves the receipt of the State Loan and the making of the Loan to the Developer.
2. This Resolution shall be effective upon its adoption in accordance with applicable law.
3. The City of Baltimore Development Corporation will receive the loan funds from the State of Maryland disburse the funds to the Developer on behalf of the Mayor & City Council of Baltimore.
4. A corporate officer of the City of Baltimore Development Corporation is hereby authorized to execute any documents in connection with the State Loan and the Loan.

Signatures appear on the following page

AGENDA

BOARD OF ESTIMATES

03/28/2018

City of Baltimore MEDAAF Resolution
2101 East Biddle, LLC
aka: Hoen Lithograph Building
Page 3 of 3

ATTEST:

MAYOR AND CITY COUNCIL OF
BALTIMORE

Custodian of the City Seal

By: _____
Name: Catherine E. Pugh
Title: Mayor

CITY OF BALTIMORE DEVELOPMENT
CORPORATION

By: _____
Name: Jeffrey P. Pillas
Title: Vice President

APPROVED BY THE BOARD OF ESTIMATES

CLERK

DATE

Approved as to form and legal sufficiency this __ day of March,
2018.

John P. Machen
Special Chief Solicitor

AGENDA

BOARD OF ESTIMATES

03/28/2018

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the President</u>			
1. Bernard C. "Jack" Young	NACo Annual Conference and Exposition Nashville, TN July 12 - 17, 2018 (Reg. Fee \$490.00)	Elected Official Expense Account	\$2,208.76

The subsistence rate for this location is \$221.00 per night. The cost of the hotel is \$184.00 per night, plus a hotel tax of \$28.06 per night, a City tax of \$2.50 per night, and a resort fee of \$10.00 per day. Mr. Young is leaving a day early and returning a day after the conference ends due to the location and event times.

The hotel fees, airfare in the amount of \$335.96, and the registration fee in the amount of \$490.00 were prepaid using a City-issued credit card assigned to Mr. Hosea T. Chew. The Office of the President is requesting additional subsistence of \$3.00 per day for meals and incidentals. Therefore, the disbursement to Mr. Young is \$260.00.

2. Carolyn Mozell Kenneth Parker	NACo Annual Conference and Exposition Nashville, TN July 12 - 17, 2018 (Reg. Fee \$490.00)	General Funds	\$4,417.52
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The subsistence rate for this location is \$221.00 per night for each attendee. The cost of the hotel is \$184.00 per night,

AGENDA

BOARD OF ESTIMATES

03/28/2018

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the President - cont'd</u>			

plus a hotel tax of \$28.06 per night, a City tax of \$2.50 per night, and a resort fee of \$10.00 per day for each attendee. Ms. Mozell and Mr. Parker are leaving a day early and returning a day after the conference ends due to the location and event times.

The hotel fees, airfare in the amount of \$335.96, and the registration fee in the amount of \$490.00 were prepaid using a City-issued credit card assigned to Mr. Hosea T. Chew. The Office of the President is requesting additional subsistence of \$3.00 per day for meals and incidentals. Therefore, the disbursement to Ms. Mozell and Mr. Parker is \$260.00.

- | | | | | |
|----|-------------|---|---------------------------------|-----------|
| 3. | Ryan Dorsey | Intersections:
Creating Culturally
Complete Streets
Nashville, TN
April 2, - 5, 2018
(Reg. Fee \$195.00) | Elected
Officials
Expense | \$ 867.96 |
|----|-------------|---|---------------------------------|-----------|

Department of Planning

- | | | | | |
|----|------------------|--|------------------|------------|
| 4. | George J. LaNoue | Intersections:
Creating Culturally
Complete Streets
Nashville, TN
April 2 - 4, 2018
(Reg. Fee \$270.00) | General
Funds | \$1,133.61 |
|----|------------------|--|------------------|------------|

The subsistence rate for this location is \$229.00 per day. The hotel cost is \$189.00 per night, plus hotel taxes in the amount

AGENDA

BOARD OF ESTIMATES

03/28/2018

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Dept. of Planning - cont'd</u>			

of \$31.32 per night. The Department is requesting \$62.65 to cover the cost of the hotel taxes and \$40.00 per day for meals and incidentals. Therefore, the disbursement to George J. LaNoue is \$1,133.61

Office of the President

RETROACTIVE TRAVEL APPROVAL

5. William Henry	Local Progress Board Retreat Los Angeles, CA January 18 - 19, 2018 (Reg. Fee \$0.00)	\$371.60
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On January 18 - 19, 2018, Mr. Henry traveled to Los Angeles, California to attend the Local Progress Board Retreat. The total costs of the hotel in the amount of \$906.30 were paid by the retreat host.

This request is late because Mr. Henry's travel details were not available in time for submission. The Office of the President requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$277.96 - Transportation
93.64 - Meals & Incidentals
\$371.60

AGENDA

BOARD OF ESTIMATES

03/28/2018

RETROACTIVE TRAVEL APPROVAL

Baltimore City Office of Information Technology

6.	Frank Johnson	GCTC, Forum Workshop and Executive Meetings San Diego, CA San Francisco, CA Chicago, IL Dec. 10, - 16, 2017 (Reg. Fee \$0.00)	General Funds	\$2,584.01
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On December 10 - 12, 2017 Mr. Johnson traveled to the GCTC Forum Workshop; December 13, 2017 he traveled to the San Francisco Department of Technology; and December 14 - 15, 2017 he attended the Chicago Tech Plan Meeting.

The allowed subsistence rate for San Diego, California is \$217.00 per day. The hotel rates were \$134.00 for the nights of December 10 - 11, 2017 and \$170.00 for the night of December 12, 2017. The hotel taxes were \$18.53 per night.

The allowed subsistence rate for San Francisco, California is \$296.00 per day. The hotel rate was \$206.00 for the night of December 13, 2017. The hotel taxes were \$33.88 per night.

The allowed subsistence rate for Chicago, Illinois is \$204.00 per day. The hotel rate was \$206.00 for the nights of December 14 - 15, 2017. The hotel taxes were \$33.88 per night. Retroactive approval is requested for this travel.

The airfare costs of \$1,251.48 and the ground transportation costs of \$225.74 were prepaid using a City-issued procurement card assigned to Charmane Baker. Therefore, the reimbursement to Mr. Johnson is \$1,106.79.

TRAVEL REIMBURSEMENT

\$	962.00	- Hotel
	144.32	- Hotel Taxes
	<u>\$1,106.79</u>	

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

1. AXON ENTERPRISE, INC. f/k/a TASER INTERNATIONAL, INC.	<u>\$6,768,487.98</u>	Third Amendment to Integration Agreement
Contract No. B50004050 - Body Worn Cameras - Baltimore Police Department - P.O. No. P534915		

The Board is requested to approve and authorize execution of the Third Amendment to Integration Agreement with AXON Enterprise, Inc., (formerly known as Taser International, Inc.) The contract expires on March 15, 2021, with two 1-year renewal options remaining. This third amendment to agreement will extend the period of the agreement through October 31, 2023, with two 1-year renewal options.

On March 16, 2016, the Board approved the initial award in the amount of \$11,690,668.53, which currently expires on March 15, 2021, with two 1-year renewal options remaining. On December 27, 2016, the Board approved the first amendment in the amount of \$0.00. On March 25, 2017, the Board approved the second amendment in the amount of \$0.00. This Third Amendment will hold the competitively bid pricing for 2.5 years, and by amending the current term, the agreement will end on October 31, 2023, with two 1-year renewal options. The Amendment in the amount of \$6,768,487.98 will make the total contract value \$18,459,156.51. The benefits for the City for entering into the Third Amendment include maintaining existing favorable discounts for an additional 2.5 years, eliminating \$11,400.00 in costs for the City State's Attorney's Office and deferring a \$2.7 million dollar payment due in March 2018 until July 2018.

AGENDA

BOARD OF ESTIMATES

03/28/2018

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

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

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED