

## **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 by 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., Room 215 City Hall.

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

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

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

## **BOARD OF ESTIMATES' AGENDA - APRIL 6, 2016**

### **BOARDS AND COMMISSIONS**

#### **1. Prequalification of Contractors**

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

Bay Associates Environmental, Inc.	\$ 1,500,000.00
Bensky Construction Co., LLC	\$ 5,301,000.00
CHU Contracting, Inc.	\$ 8,000,000.00
Clyde McHenry, Inc.	\$ 8,000,000.00
Debra's Glass, Inc.	\$ 8,000,000.00
DSM Properties, LLC	\$ 3,051,000.00
Joseph B. Fay Co.	\$175,158,000.00
L.E. Blue & Associates, Inc.	\$ 1,500,000.00
Mermaid Construction Company, Inc.	\$ 333,000.00
Oak Grove Restoration Company	\$ 4,239,000.00
RSC Electrical & Mechanical Contractors, Inc.	\$ 8,000,000.00
Strait Steel, 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:

Baker Engineering Services, Inc.	Engineer
C.C. Johnson & Malhotra, P.C.	Architect Engineer Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Boards and Commissions - cont'd

Crabtree, Rohrbaugh & Associates,  
Architects

Architect

Hord Coplan Macht, Inc.

Landscape Architect  
Architect

Poole Design, LLC

Landscape Architect

Sabra, Wang & Associates, Inc.

Engineer

Stormwater Consulting, Inc.

Engineer  
Landscape Architect

EXTRA WORK ORDERS

\* \* \* \* \*

The Board is requested to approve the

Extra Work Orders

as listed on the following pages:

4 - 5

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**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. Compl.</u>

Department of Public Works/Office of Engineering & Construction

1. EWO # 001, \$0.00 - W.C. 1260, Edmondson Village Neighborhood & Vicinity Water Main Replacements

\$7,948,168.45	\$0.00	Monumental Paving & Excavating, Inc.	243	60
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The Office of Engineering & Construction requests a 243 non-compensable time extension be granted to Monumental Paving & Excavating, Inc. for the period November 15, 2014, March 15, 2015, November 15, 2015, and March 15, 2016 to offset the period of winter shutdown dates. This request was initiated by the Consultant. This project is in its warranty phase.

2. EWO # 089, \$131,168.63 - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$2,066,701.90	Balfour Beatty Infrastructure, Inc.	-	-
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The Patapsco Wastewater Treatment Plant Safety Manager requested four additional dust monitors to be installed at various locations throughout the plant to monitor potential Chromium contaminated dust exposure to plant personnel during the duration of the project. Change Order No. 001 was created to pay for these additional monitors and their maintenance during the contractor's open excavation activities for 52 weeks. As a result of the delays in releasing the S.C. 845R project, these monitors continued to actively monitor the dust conditions at the Wastewater Treatment Plant for an

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**EXTRA WORK ORDERS**

Contract <u>Awd. Amt.</u>	Prev. Apprvd. <u>Extra Work</u>	<u>Contractor</u>	Time % <u>Ext. Compl.</u>
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DPW - cont'd

additional 83.29 weeks. Once S.C. 845R was established and NTP was given, control and maintenance of these additional monitors was turned over to that project's budget. A negotiated settlement was reached between FruCon and the Office of Engineering & Construction, after conducting historical research, for a total of \$131,168.63 to provide air monitoring for the interim period. The contract expired on February 28, 2015. However, the City while preserving all legal rights, is allowing the contractor to proceed and liquidated damages are being assessed in accordance with the contract documents.

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

#### Health Department - Agreements and Amendments to Agreements

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

#### AGREEMENTS

1. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$90,000.00**

Account: 4000-499016-3023-513201-603051

Bon Secours Baltimore Health Corporation will complete at least 3,000 HIV tests at Bon Secours Hospital. The testing will include counseling, linkage to care, referrals for partner services and prevention services. The period of the agreement is January 1, 2016 through December 31, 2016.

The Agreement is late because of a delay during the administrative review process.

**MWBOO GRANTED A WAIVER.**

2. **GOVANS CENTER FOR RETIRED PERSONS, INC.** **\$49,353.00**

Account: 4000-433516-3024-761404-603051

Govans Center for Retired Persons, Inc. operates a senior program, which serves as the community focal point for seniors and their caregivers. 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, 2015 through September 30, 2016.

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Health Department - cont'd

**3. THE UNIVERSITY OF MARYLAND, BALTIMORE \$261,914.00**

Account: 4000-484716-3023-513200-603051

The Joint AIDS Community Quest for Unique and Effective Treatment Strategies (JACQUES) Initiative with the University of Maryland School of Medicine will collaborate with multiple partners across the City to provide PrEP (Pre-Exposure Prophylaxis) services and linkage to care to HIV positive persons. The period of the agreement is September 30, 2015 through September 29, 2016.

This Agreement is being presented at this time because this is a new grant from the Department of Health and Human Services, Centers for Disease Control and Prevention, which was approved by the Board on November 4, 2015. Awards to sub-grantees were made in late November, 2015. The sub-grantees were 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. These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with grant requirements.

**MWBOO GRANTED A WAIVER.**

**4. LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC. \$43,917.00**

Account: 5000-569716-3023-274426-603051

Light Health and Wellness Comprehensive Services, Inc. will provide psychosocial services to HIV infected/affected individuals. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is being presented at this time because the State of Maryland Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White State Special services.



## AGENDA

### BOARD OF ESTIMATES

04/06/2016

#### Health Dept. - cont'd

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. These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

#### AMENDMENTS TO AGREEMENTS

5. **BALTIMORE ANIMAL RESCUE AND CARE SHELTER, INC. (BARCS)** **\$54,000.00**

Account: 1001-000000-2401-271300-603051

On August 12, 2015, the Board approved a one-year extension to the initial Operating Agreement with BARCS, in the amount of \$1,262,910.00, for the period of July 1, 2015 through June 30, 2016.

The Department is increasing the award by \$54,000.00, so that BARCS can provide the services of a part-time veterinarian. The amendment increases the total amount to \$1,316,910.00.

All other terms and conditions of the initial Operating Agreement will remain the same.

#### **MWBOO GRANTED A WAIVER.**

6. **GREATER MONDAWMIN COORDINATING COUNCIL, INC.** **\$ 2,500.00**

Account: 4000-430516-3160-308600-603051

On October 28, 2015, the Board approved the original agreement in the amount of \$302,165.00 for the period of July 1, 2015 through June 30, 2016.

This amendment will increase the total award by \$2,500.00, making the total award \$304,665.00. This amendment will provide for travel expenses to and from authorized and pre-

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Health Dept. - cont'd

approved Safe Streets meetings and for one staff person to attend the National Cure Violence training in Chicago, Illinois.

All other terms and conditions of the original agreement will remain unchanged and in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

TRANSFERS OF FUNDS

\* \* \* \* \*

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

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

AGENDA

BOARD OF ESTIMATES

04/06/2016

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
1.	<b>\$275,000.00</b>	9950-918037-9528	9950-920037-9527
	GF (HUR)	Constr. Reserve	Gateway Signage
		Gateway Signage	

This transfer will cover the expenses to the Gateways design competition related to the project "Gateway Signage" per the MOU with BOPA in the amount of \$275,000.00.

Department of Recreation and Parks

2.	<b>\$125,000.00</b>	9938-913001-9475	9938-911060-9474
	Other Funds	(Unallocated Res.)	(Active) FY'16
		FY'16 Tree	Tree Baltimore
		Baltimore Program	Program

This transfer will provide funding to cover the cost associated with the Fall Tree Planting for FY'16.

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Mayor's Office of Employment - Agreement and Second Amendment  
Development (MOED) to Training Agreement

The Board is requested to approve and authorize execution of an Agreement and a Second Amendment to Training Agreement.

#### AGREEMENT

1. **FEDCAP REHABILITATION SERVICES, INC.** **\$110,000.00**

Account: 4000-806416-6313-782005-603051

Under the terms of this Agreement, the organization will design and deliver innovative programming and comprehensive services to Baltimore City out-of-school youth 16 - 24 years of age. The program will increase employment and education prospects for participants through skills training, leadership development, and the provision of life and workplace readiness skills. The period of the Agreement is October 1, 2015 through September 30, 2016.

The Agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

#### SECOND AMENDMENT TO TRAINING AGREEMENT

2. **JOB OPPORTUNITIES TASK FORCE, INC.** **\$ 87,295.00**  
**(JOTF)**

Account: 2026-000000-6311-734100-603051

On April 1, 2015, the Board approved the original agreement with the JOTF, in the amount of \$89,771.00, for the period April 1, 2015 through November 30, 2015. The agreement authorized the JOTF to provide highway or capital transit construction trades-related training services and workplace life skills training for low-skilled, unemployed, or under-

## **AGENDA**

### **BOARD OF ESTIMATES**

**04/06/2016**

MOED - cont'd

employed Baltimore City residents. On October 28, 2015, the Board approved the no-cost amendment to agreement to extend the period of the agreement through March 31, 2016.

This Second Amendment to Training Agreement will extend the period of the training agreement through December 31, 2016 and increase the amount of the funding by \$87,295.00 to provide construction training and employment and retention services for 15 additional participants. The total amount of the funding will be \$177,066.00. All other terms and conditions of the original training agreement remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**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. MWK Trust	1802 N. Rosedale Street	G/R \$96.00	\$ 880.00

Funds are available in account 9910-908044-9588-900000-704040,  
Miscellaneous Project.

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Transportation - 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. Alice Shifflett.

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>
Joseph Derlunas, Jr.	5
Robert Staten	<u>2</u>
<b>Total:</b>	<b>7</b>

Ms. Shifflett 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. Shifflett to remain in pay status.

**APPROVED FOR FUNDS BY FINANCE**

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**



**AGENDA****BOARD OF ESTIMATES****04/06/2016**Department of Transportation - Minor Privilege Permit  
Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 801 Aliceanna Street k/a 809 Aliceanna Street	Help II, LLC	One single face electric sign 7.54 sq. ft.
Annual Charge: \$ 70.30		
2. 413 W. Coldspring Lane	Delores Helene Harris	Outdoor seating 20'x4'
Annual Charge: \$337.50		
3. 17Commerce Street	Commercial Hospitality Investments, LLC	One set of steps 11'x14', one handicap ramp 21'x4'
Annual Charge: \$140.60		
4. a. 907 S. Eaton Street	Merchant Hill, LLC	One set of steps 3'8"x7'10"
b. 909 S. Eaton Street	Merchant Hill, LLC	One set of steps 3'8"x7'

**AGENDA****BOARD OF ESTIMATES****04/06/2016**Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
c. 911 S. Eaton Street	Merchant Hill, LLC	One set of steps 3' 8"x6' 2"
d. 913 S. Eaton Street	Merchant Hill, LLC	One set of steps 3' 8"x5' 4"
e. 915 S. Eaton Street	Merchant Hill, LLC	One set of steps 3' 8"x5' 4"

Annual Charge: \$176.00

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

## AGENDA

BOARD OF ESTIMATES

04/06/2016

Department of Transportation - Memorandum of Understanding

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

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the Department of Transportation and Cross Street Baltimore Federal Hill, LLC. The period of the MOU is effective upon Board approval for 10 years, with a 10-year renewal option, unless terminated earlier.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

The MOU establishes the framework for the owner to maintain landscaping and hardscaping in the right-of-way for Cross Street Baltimore Federal Hill, LLC at 101 W. Cross Street. The maintenance will be at the sole cost and expense of the owner during the term of the agreement.

### **MBE/WBE PARTICIPATION:**

N/A

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

## **AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Transportation - Traffic Mitigation Agreement

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

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with MCS Fort Avenue, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

### **AMOUNT OF MONEY AND SOURCE:**

\$20,599.24 - 9950-903085-9512-000000-490375

### **BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the Scope of Work for the McHenry Row II Residences at 1215 E. Fort Avenue constructing a 172,808 sq. ft. apartment building with 223 units. The Developer agrees to make a one-time contribution in the amount of \$20,599.24 to fund the City's multimodal transportation improvements in the project's vicinity.

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Transportation - Developer's Agreement No. 1393

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1393 with Chester Street Associates, LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$89,875.00

**BACKGROUND/EXPLANATION:**

The Developer would like to install conduit to its proposed construction located in the vicinity of 1417 Webster Street. This Developer's Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$89,875.00 has been issued to Chester Street Associates, LLC, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

N/A

(The Developer's Agreement No. 1393 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Transportation (DOT) - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the State Highway Administration of the Maryland Department of Transportation. The period of the MOU is May 1, 2015 through May 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$715,516.00 - 4000-418217-6971-251300-404001

**BACKGROUND/EXPLANATION:**

The grant funds the Safe Routes to School Infrastructure & Non-Infrastructure Project Grant Year "G" from the Federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users program. The program provides funding to help communities make it safer for students to walk and bike to school and promote the safety, health and general welfare of the citizens.

Under the terms of this MOU the funds will be used for approved infrastructure and non-infrastructure activities such as installation of ADA ramps, crosswalk markings, an audio pedestrian signal/countdown device, school zone signs, a bike rack, sidewalk, ramp/ramp replacement, flashing beacons, education and incentives, vests, bike helmets, printing, and parent surveys.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

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

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

- |    |   |                 |
|----|---|-----------------|
| 1. | <u>LEXISNEXIS</u>   | \$33,000.00     |
|    | Contract No. 06000 - Investigative Search Program -<br>Citywide States Attorney's Office - Req. No. Various | Selected Source |

LexisNexis is currently providing investigative searches for many of the City agencies. These services are vital to the functioning of City operations. Any interruption in services would cause major issues. Therefore, a selected source is being requested. The period of the award is January 1, 2016 through December 31, 2017 with two 2-year renewal options.

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|----|---|--------------|
| 2. | <u>CITIZENS PHARMACY<br/>SERVICES, INC.</u>   | \$ 25,000.00 |
|    | Contract No. B50003481 - Smoking Cessation Products -<br>Health Department - P.O. No. P527030 | Renewal      |

On April 13, 2014, the Board approved the initial award in the amount of \$24,678.00. The award contained three 1-year renewal options. On May 13, 2015, the Board approved the first renewal in the amount of \$14,842.50. This renewal in the amount of \$25,000.00 is for the period May 1, 2016 through April 30, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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|----|---|--------------|
| 3. | <u>BSN SPORT, LLC</u>   | \$ 35,000.00 |
|    | Contract No. B50003941 - Exercise Equipment & Supplies -<br>Department of Recreation and Parks - P.O. No. P530596 | Renewal      |

On March 25, 2015, the City Purchasing Agent approved the initial award in the amount of \$22,686.80. The award contained three 1-year renewal options. On September 3, 2015, the City Purchasing Agent approved an increase in the amount of \$11,341.40. This renewal in the amount of \$35,000.00 is for the period March 18, 2016 through March 17, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

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

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

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|---|----------------|----------------|
| 4. <u>FERNO-WASHINGTON, INC.</u>  | <u>\$ 0.00</u> | <u>Renewal</u> |
| Contract No. 08000 - Stretchers - Baltimore City Fire Department - P.O. No. P522930 |                |                |

On March 13, 2013, the Board approved the initial award in the amount of \$174,240.00. The award contained three 1-year renewal options. Two renewal options have been exercised. This final renewal in the amount of \$0.00 is for the period March 13, 2016 through March 12, 2017. The above amount is the City's estimated requirement.

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|---|---------------------|----------------|
| 5. <u>INTEGRATED COMMERCIALIZED SOLUTIONS, INC. d/b/a PARAGUARD DIRECT</u>    | <u>\$ 59,780.00</u> | <u>Renewal</u> |
| Solicitation No. 08000 - Paraguard IUD - Health Department - P.O. No. P526935 |                     |                |

On April 16, 2014, the Board approved the initial award in the amount of \$59,780.00. The award contained three 1-year renewal options. On April 22, 2015, the Board approved the first renewal in the amount of \$59,780.00. This second renewal in the amount of \$59,780.00 is for the period April 9, 2016 through April 8, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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|---|---------------------|----------------|
| 6. <u>MILTON S. HERSHEY MEDICAL CENTER</u>  | <u>\$ 50,000.00</u> | <u>Renewal</u> |
| Solicitation No. 06000 - Non-Emergent Air Transportation - Health Department - P.O. No. P530994 |                     |                |

On April 29, 2015, the Board approved the initial award in the amount of \$50,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$50,000.00 is for the period April 29, 2016 through April 28, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**



**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

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

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

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|--|---------------------|-----------------|
| 7. <u>QIAGEN INC.</u>  | <u>\$ 30,001.50</u> | <u>Increase</u> |
| Contract No. 08000 - EZ1 Advanced XL Robot - Baltimore City Police Department - Req. No. R724944 |                     |                 |

On December 24, 2014, the Board approved the initial award in the amount of \$51,173.45. Qiagen Inc. is the sole source provider of the EZ1 Advanced XL Robot. This technology is not available from any other distributor or dealer. On June 3, 2015, the Board approved an increase in the amount of \$52,948.40. This increase in the amount of \$30,001.50 is necessary to add additional equipment. This increase will make the award amount \$134,123.35. The period of the award is April 1, 2016 through March 31, 2017.

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

- |   |                     |                 |
|---|---------------------|-----------------|
| 8. <u>HUSKY ENVELOPE PRODUCTS, INC.</u>   | <u>\$132,000.00</u> | <u>Increase</u> |
| Contract No. B50003259 - Water Bill Envelopes - Department of Public Works, Bureau of Water and Wastewater - Req. No. R649065 |                     |                 |

On April 2, 2014, the Board approved the initial award in the amount of \$50,045.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$132,000.00 is necessary to cover the transition from quarterly billing to monthly billing of water bills. This increase will make the award amount \$330,090.00. The contract expires on April 30, 2017, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

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

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

9. ASSOCIATED BUILDING  
MAINTENANCE CO., INC.      \$ 70,500.00      Extension  
Contract No. B50001548 - Provide Janitorial Services for  
the Department of General Services Area C - Department of  
General Services - P.O. No. P515613

On November 24, 2010, the Board approved the initial award in the amount of \$408,924.00. The award contained two renewal options. Subsequent actions have been approved. This extension in the amount of \$70,500.00 is necessary to allow time for the Department of General Services to revise the solicitation, evaluate and award a new vendor. The extension is for the period May 1, 2016 through June 30, 2016. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 17% MBE AND 9% WBE.**

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> C.J. Maintenance, Inc.	17%	\$92,242.88	23.9%
<b>WBE:</b> My Cleaning Service, Inc.	9%	\$45,678.60	11.8%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

10. VISLINK, INC.      \$284,038.49      Amendment to Agreement  
Contract No. 08000 - Video Downlink System Upgrade -  
Baltimore City Police Department - P.O. No. P532404

The Board is requested to approve and authorize execution of an Amendment to Agreement with Vislink, Inc. The contract expires on July 22, 2020, with no renewal options.

On July 22, 2015, the Board approved the initial award in the amount of \$292,522.90. This amendment to agreement will provide additional funding enhancements for the Baltimore Police Department's Microwave Video Downlink.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

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

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

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

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

## AGENDA

BOARD OF ESTIMATES

04/06/2016

Department of General Services - First Amendment to Agreement

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

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Marks, Thomas Architects, Inc., Consultant, for Project 1125, On-Call Architectural Design Services. The current agreement will expire on July 15, 2016. The Amendment will extend the Agreement through July 15, 2018.

### **AMOUNT OF MONEY AND SOURCE:**

N/A, funds will be identified as Tasks are processed.

### **BACKGROUND/EXPLANATION:**

On July 16, 2014, the Board approved the original agreement for a two-year period with an upset dollar amount of \$750,000.00.

This amendment will allow the Consultant to continue to provide services under the existing tasks as well as assign new tasks as needed by the Department of General Services.

### **MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with the MBE goal of 23% and the WBE goal of 10% that were established in the original Agreement for Project 1125.

### **AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.**

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

## AGENDA

BOARD OF ESTIMATES

04/06/2016

### Retirement Savings Plan - Amendment to Agreement

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

The Board is requested to approve and authorize execution of the Amendment to Agreement with Advised Assets Group (AAG).

#### **AMOUNT OF MONEY AND SOURCE:**

N/A

#### **BACKGROUND/EXPLANATION:**

The City has a services agreement with AAG to provide investment advisory services (Reality Investing) to RSP 401(a) and DCP 457(b) participants Managed Accounts, which is the default investment option for both plans. Recently, AAG changed the methodology to provide for default allocations of participants assets to the SecureFoundation fund, which is a retirement income product and quite different from any of the other mutual funds offered in the RSP 401(a) and DCP 457(b) investment lineups. Currently, the only way RSP 401(a) and DCP 457 (b) participants can have assets invested in Secure Foundation is by making an affirmative investment election to do so. Typically, participants do so only after having met with one of the City's retirement plan counselors to ensure SecureFoundation is an appropriate investment given their individual circumstances and goals for retirement. The City is opting out to continue requiring RSP 401(a) and DCP 457(b) participants to make an affirmative investment election/allocation to SecureFoundation rather than allowing for default allocations.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

30 - 34

to the low bidder meeting specifications,  
or reject the bids on those as indicated  
for the reasons stated.

In connection with the Transfers of Funds,  
reports have been requested  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

**AGENDA****BOARD OF ESTIMATES****04/06/2016****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS****Department of Transportation/Engineering & Construction**

1. TR 10318, Rehabili- Monumental Paving \$4,469,920.31  
 tate Roadways Around & Excavating, Inc.  
 East Baltimore Life  
 Science Park -  
 Phase 2A

<b>DBE:</b> Just Drafting & Con-	\$ 24,584.56	0.55%
struction		
T.E. Jeff, Inc.	459,954.80	10.29%
Priority Construction	364,745.50	8.16%
Corp.		
P&J Contracting Co.	186,842.67	4.18%
Priceless Industries,	14,303.74	0.32%
Inc.		
Janis Rehaliata	11,621.79	0.26%
William T. King, Inc.	33,524.40	0.75%
Shannon Baum Signs	21,902.62	0.49%
Inc.	<u>\$1,117,480.08</u>	<u>25.00%</u>

2. **TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<b>\$2,956,148.13</b>	9950-903335-9528	
FED	Constr. Res.	
\$2,570,563.59	-----	9950-916051-9527-6
		Struc. & Improvs.
257,056.36	-----	9950-916051-9527-5
		Inspection
128,528.18	-----	9950-916051-9527-2
<b>\$2,956,148.13</b>		Contingencies
		E. Baltimore Life
		Science Park 2A

This transfer will partially fund the costs associated with the award of Project No. TR 10318, Rehabilitate Roadways Around East Baltimore Life Science Park Phase 2A, with Monumental Paving & Excavating, Inc.

# **AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

## **RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Office of Eng. & Constr. - cont'd

### 3. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$ 461,625.00</b>	9960-910101-9558	
Water Rev. Bonds	Constr. Res.	
	Small Water Mains	
 \$ 346,716.12	-----	9960-908500-9557-6
		Construction
114,908.88	-----	9960-908500-9557-9
<b>\$ 461,625.00</b>		Administration
 <b>\$1,201,200.00</b>	9956-906626-9549	
Wastewater Rev.	Constr. Res.	
Bonds	Rehab-Jones Falls	
 \$ 909,999.70	-----	9956-905648-9551-6
		Construction
291,200.30	-----	9956-905648-9551-9
<b>\$1,201,200.00</b>		Administration

The funds are required to assist in funding the award of TR 10318, Rehabilitation of Roadways Around East Baltimore Life Science Park Phase 2A.



**AGENDA****BOARD OF ESTIMATES****04/06/2016****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Housing and Community Development4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$ 322,780.87</b>	9910-904979-9587	9910-907979-9588
Motor Vehicle	East Baltimore	EBDI - Phase 2A
Fund Revenue	Redevelopment	
	Reserve	

This transfer will provide funding to support site improvements to public areas and rights-of-way within the 88-acre East Baltimore redevelopment area. This work will be managed by the Department of Transportation.

Department of Transportation/Engineering & Construction

5.	TR 12308, Saint Paul Place & Preston Gardens	Monumental Paving & Excavating, Inc.	\$6,451,905.94
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<b>DBE:</b>	Traffic Systems, Inc.	\$ 453,385.00	7.03%
	Priority Constr. Corp.	381,248.00	5.91%
	Janis Rehaliata	8,250.00	0.13%
	P&J Contracting Co.	107,750.00	1.66%
	Priceless Industries, Inc.	44,429.50	0.69%
	Just Drafting & Constr	18,750.00	0.29%
	T.E. Jeff, Inc.	236,500.00	3.67%
	William T. King, Inc.	43,998.00	0.68%
		<b>\$1,294,310.50</b>	<b>20.06%</b>

6. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$323,473.36</b>	9962-941002-9563	
Other	Constr. Reserve	
	Conduit Replacement Program	

# **AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

## **RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Engineering & Construction - cont'd

\$281,281.18	-----	9962-911069-9562-6
		Struc. & Improve.
28,128.12	-----	9962-911069-9562-5
		Inspection
14,064.06	-----	9962-911069-9562-2
<b>\$323,473.36</b>		Contingencies -
		Preston Gardens
		Infrastructure -
		Conduit

This transfer will partially fund the costs associated with Award of Project TR 12308, St. Paul Place and Preston Gardens with Monumental Paving & Excavating, Inc.

## 7. **TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$3,963,405.26	9950-944002-9507	
Federal	Constr. Reserve	
	for Closeout	
1,469,126.06	9950-909174-9528	
Federal	Constr. Reserve	
<b>\$5,432,531.32</b>	Preston Gardens	
	Infrastructure	
\$4,823,484.43	-----	9950-908174-9527-6
		Struc. & Improve.
482,348.44	-----	9950-908174-9527-5
		Inspection
126,698.45	-----	9950-908174-9527-2
<b>\$5,432,531.32</b>		Contingencies
		Preston Gardens
		Infrastructure

This transfer will partially fund the costs associated with Award of Project TR 12308, St. Paul Place and Preston Gardens with Monumental Paving & Excavating, Inc.

AGENDA

BOARD OF ESTIMATES

04/06/2016

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/office of Eng. & Constr. - cont'd

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$929,041.00	9960-909100-9558	
Water Revenue	Constr. Reserve	
Bonds	Water Infra- Structure	
\$703,818.77	-----	9960-907652-9557-6
		Construction
225,222.23	-----	9960-907652-9557-9
<u>\$929,041.00</u>		Administration

The funds are required to assist in funding the award for TR 12308, St. Paul Place and Preston Gardens.

9. SC 930, Clinton Street Sewerage System Improvements
- REJECTION** - The design consultant, Transviron, has analyzed the bid and has determined that a previously unknown site condition was discovered and the 8" sanitary sewer could not be installed as designed. A redesign will be required and the sewer would have to be relocated. The consultant will redesign the sewer at no additional cost to the City.

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Public Works - 2016 Sewer Surcharge Adjustment  
Bureau of Water and Wastewater

#### ACTION REQUESTED OF B/E:

The Board is requested to concur with an adjustment of the 2016 Sewer Surcharge assessed to Oriole Park at Camden Yards.

#### AMOUNT OF MONEY AND SOURCE:

N/A

#### BACKGROUND/EXPLANATION:

Article 25 of the Baltimore City Code (2000 ed., as amended) grants the City the authority to assess industries a sewer surcharge for industrial waste. Industries are billed in advance each January covering the period of January 1 through December 31 of each billing year. Oriole Park at Camden Yards was originally assessed \$12,105.65 for Calendar Year 2016. However, in an email dated February 26, 2016, the company requested that the surcharge be reconsidered as incorrect data was used to calculate the surcharge assessment. Delaware North, the Baltimore Orioles' food service vendor, supplied the number of home games and catered events as well as the average attendance for both, but after receiving the surcharge bill, the stadium manager contacted the Pollution Control Section with revised numbers.

The Bureau agreed that reconsideration was warranted and recalculated the surcharge with the revised assessment of \$9,394.24 and represents a reduction of \$2,711.41. As Oriole Park at Camden Yards has not paid the original amount, a refund would not be necessary.

The Bureau of Water and Wastewater requests that the Board concur with the decision to assess Oriole Park at Camden Yards \$9,394.24 for Calendar Year 2016.

#### **APPROVED FOR FUNDS BY FINANCE**

## AGENDA

BOARD OF ESTIMATES

04/06/2016

Department of Public Works - Increase in Compensation for Consultants

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

The Board is requested to approve an increase in the compensation formula for architectural and engineering firms that are awarded City contracts.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

In June 1989, the Board increased the overhead and payroll burden for consultant services to 127.27% and established the principal's rate at an amount not to exceed \$60.00 per hour. The rates remained unchanged until May 2003.

In May 2003, the Board approved the rates for Architects to be capped at \$125.00 per hour for principals based upon an audited overhead not to exceed multiplier of 3.0 (172.73%) and technical personnel capped at \$55.00 per hour plus overhead and profit.

The rates for Engineers were capped at \$85.00 per hour for principals based upon an audited overhead not to exceed multiplier of 2.585 (135%) and technical personnel capped at \$55.00 per hour plus overhead and profit.

The current recommendation is based on efforts of a working group comprised of the Department of Public Works and the American Council of Engineering Companies of Maryland. A subsequent briefing was held with representatives of the Department of Audits and Department of Transportation.

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

DPW - cont'd

The recommendations which have been presented to and approved by the Board and Commissions Evaluation Committee are as follows:

1. Establish Engineer's Compensation rate based on audited overhead, not-to-exceed a multiplier of 2.75 (150.0%);
2. establish engineer's principal's compensation at the actual rate, not-to-exceed \$100.00 per hour times the multiplier rate;
3. establish the rate for Architect and Engineer professional staff at \$65.00 per hour, plus overhead and profit.

All audited statements must conform to Federal Acquisition Regulations Standards subpart 31.2. These rates apply to contracts that are advertised as of April 4, 2016, and will not apply to current contracts or to change orders or supplements to current contracts. These rates will be subject to review on a bi-annual basis.

**AUDITS NOTED THE ADJUSTMENT TO THE CONSULTANT'S COMPENSATION, HAS REVIEWED IT AND HAD NO OBJECTION TO BOARD OF ESTIMATES APPROVAL.**

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

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

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

The Board is requested to approve the assignment of Task No. 001 to Louis Berger Water Services, Inc. under Project 1503, On-Call Project and Construction Management Assistance Services. The original contract will expire on December 16, 2019. The duration of this task is approximately five months.

#### **AMOUNT OF MONEY AND SOURCE:**

\$1,164,438.79 - 9956-904564-9551-900010-706063

#### **BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of continued assistance from Louis Berger Water Services, Inc. The Consultant will continue to provide on-site inspection services on SC 877, Enhanced Nutrient Removal Process at the Back River Wastewater Treatment Plant for the Bureau of Water and Wastewater, Department of Public Works.

#### **MBE/WBE PARTICIPATION:**

<b>MBE:</b> Environ-Civil Engineering, Ltd.	0-27%
Kumi Construction Management Corporation	0-27%
Sidhu Associates, Inc.	0-27%
Techno Consult, Inc.	0-27%
(in the aggregate) <b>Total</b>	<b>10-27%</b>
 <b>WBE:</b> Peer Consultants, P.C.	0-10%
Ross Technical Services, Inc.	0-10%
(in the aggregate) <b>Total</b>	<b>0-10%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Housing and <u>Community Development (DHCD)</u>	- Deed in Lieu of Foreclosure and a Deed in Lieu of Foreclosure <u>Estoppel and Solvency Affidavit</u>
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#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Deed in Lieu of Foreclosure and a Deed in Lieu of Foreclosure Estoppel and Solvency Affidavit from the Poet's Athletic Club, Inc. for the property located at 918-920 East North Avenue.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

#### **AMOUNT OF MONEY AND SOURCE:**

No additional City funding is required.

#### **BACKGROUND/EXPLANATION:**

The Deed in Lieu of Foreclosure and the Deed in Lieu of Foreclosure Estoppel and Solvency Affidavit from the Poet's Athletic Club, Inc. for the property located at 918-920 East North Avenue is in lieu of payment of the outstanding debt.

The Poet's Athletic Club, Inc. is a community-based nonprofit organization that has been in existence for over 25 years. Members of the Alumni of Dunbar High School created the organization in order to provide community programs for the students of Dunbar High School, Cecil Elementary and Harford Heights Middle School, as well as members of the surrounding community. The purpose of the organization is to support adolescents in an educational and athletic capacity, the promotion of civic responsibilities through the community, and the unification of adolescents through athletics and brotherhood.



## AGENDA

### BOARD OF ESTIMATES

04/06/2016

#### DHCD - cont'd

In July 1991, the Board of Estimates approved a \$102,000.00 UDAG repayment loan to the Poet's Athletic Club, Inc. Proceeds of the loan were used to assist with the renovation of the organization's property located at 918-920 East North Avenue. The City's UDAG repayment loan was structured as a "must pay" debt at 6% interest with a term of 20 years and monthly principal and interest payments of approximately \$607.57. As a volunteer organization, much of its income was to have been generated by charitable donations.

In January 1998, the Board approved a restructuring of the repayment obligations, whereby the billing was changed from a monthly basis to an annual payment of \$7,290.84, due on the first of each December. The revenue to repay the City's debt was to have been generated from the organization's major fundraising event held in November of each year. Unfortunately, this has not occurred as their support network was unable to generate the funds necessary to ensure operating capital sufficient to cover debts.

The project has struggled financially due to operating deficits for several years. The economic conditions over the course of the last several years, a 75% membership turnover, a decline in the population in the community, and the organization's inability to further reduce its expenses have all contributed to its inability to meet its mortgage obligations.

As of August 2015, the organization was delinquent on its payments to the City in the approximate amount of \$153,664.00, which is comprised of the \$102,000.00 in principal and approximately \$51,664.00 in late payments and accrued interest. Because of the lack of an active membership and in light of the financial circumstances associated with the organization, it is in the City's best interest for the Board to approve a Deed in Lieu of Foreclosure for the Poet's Athletic Club, Inc. The City

DHCD - cont'd

will accept fee simple title to the property in lieu of payment of the outstanding debt. Once the conveyance has occurred, the Department will issue a Request for Proposals (RFP) for the redevelopment of the property.

**MBE/WBE PARTICIPATION:**

N/A

(The Deed in Lieu of Foreclosure has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Housing and - Modification of a Promissory Note  
Community Development and a Memorandum of Understanding

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

The Board is requested to approve: (i) a Modification of a Neighborhood Progress Development Fund (NPDF) Promissory Note and (ii) approve and authorize execution of a Memorandum of Understanding with the Abell Foundation.

#### **AMOUNT OF FUNDS AND SOURCE:**

No additional City funding is required.

#### **BACKGROUND/EXPLANATION:**

The Memorandum of Understanding is for Maryland Art Place, Inc. (MAP) relating to a Project located at 216-218 W. Saratoga Street.

In 1981, a group of artists and committed citizens began exploring the subject of the visual arts in Maryland, focusing on two primary concerns: the common needs of visual artists throughout the state, and the desire of many citizens to have more access to and information about artists working in Maryland. The Maryland State Arts Council recognized the inherent value of these concerns and the importance of a venue to facilitate the communities' needs. As a result of their awareness, the Arts Council granted funds to form an organization that would further this group's pursuits in promoting contemporary art. The group became the founders of MAP, leading the organization to incorporate in 1982.

MAP is a 32 year old non-profit that supports contemporary art and artists within Baltimore. The organization also provides opportunities for artists to present work, to nurture and promote new artists and their work, and to serve the general public through educational leadership in contemporary art.

On September 9, 1987, the Board of Estimates approved the financing of the acquisition and rehabilitation by MAP of the buildings located at 216-218 W. Saratoga Street (the Project).

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

#### DHCD - cont'd

The original total development cost of the Project was approximately \$1,523,000.00 and was financed by a first-lien loan in the amount of \$620,000.00 (the Signet Loan) from Signet Bank (Signet), a second-lien loan in the amount of \$225,000.00 from the Neighborhood Progress Development Fund (the NPDF Loan), and \$418,200.00 of private equity.

The Project involved the renovation and acquisition of the former Johnson Brothers Company buildings into 18,243 square feet of commercial space. The Project allowed MAP to implement several new programs to serve the immediate community and the region, including a hands-on education program focused on city school children and an on-going performance program which added more evening activities to the Market Center section of the City.

The revenues to repay the Signet Loan and the NPDF Loan were to be generated by commercial rents from artists as well as fund-raising. However, MAP and the Project have been unable from the onset to meet financial expectations and MAP's fundraising campaign has fallen far short of its goal.

Both Signet and the City have agreed to several modifications of the terms of their loans. In 1989, Signet agreed to increase the Signet Loan to \$720,000.00 in order to complete the Project. In 1990, Signet approved a second modification to the Signet Loan and the Board of Estimates approved a one-year extension of the due date of the NPDF Loan. Signet then sold the Signet Loan to a private investor in 1994.

In 1995, MAP borrowed \$390,000.00 plus fees to pay off the Signet Loan. This money was raised from a first-lien loan from NationsBank in the principal amount of \$275,000.00 (the NationsBank Loan) and a second-lien, non-amortizing loan from the Abell Foundation (Abell) in the principal amount of \$125,000.00 (the Abell Loan). As part of this transaction, HCD agreed to subordinate the NPDF loan to the NationsBank Loan and the Abell Loan. The City also agreed to extend the NPDF Loan to April 1, 2015. These subordinations and the extension were ratified in 2002.

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

DHCD - cont'd

Currently, the NPDF Loan is subordinate to a first lien in the approximate amount of \$600,000.00 to M&T Bank and the Abell Foundation loan in the amount of \$125,000.00.

In 2001, MAP moved into the Power Plant Live! Complex, but has recently vacated the Complex to return to the Saratoga Street building and join the arts district. Since relocating to their prior facility, MAP has identified several building improvements that they plan to undertake.

There is no need for any new capital improvements to move in and operate on an administrative level. MAP will however, need to invest in updating its gallery on the first floor (street level) of the building. The gallery that currently exists at 218 West Saratoga Street, while spacious, is not functional. Hence, each of the lenders has agreed to restructure and modify its debt as outlined below:

1. The maturity date of the City's note has expired and the current debt under its promissory note is comprised of \$230,100.00 in principal (including deferred interest of \$11,087.10) and \$289,447.00 in additional deferred/accrued interest for a total due of \$519,547.01. The City has reached an agreement with MAP and the Abell Foundation to modify the City's existing debt. The parties agree that as of December 31, 2015, the total amount due under the City's debt will be capped at \$519,547.01 and the Loan will not bear any further interest and will be due and payable in accordance with the terms and conditions of Paragraph 4 of the Note. The maturity date will be modified and extended until the point in time in which one of the events as defined in Paragraph 4 (Sale, Refinance or Transfer).
2. MAP is also indebted to the Abell Foundation in the amount of \$125,000.00 pursuant to a Promissory Note undated, along with other documents executed by MAP on March 28, 1995. Upon the Board's approval, the Abell Foundation has agreed to provide MAP with a release for all of the principal and interest due under its Promissory Note in the amount of \$125,000.00.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

N/A

(The Modification of the Promissory Note and the Memorandum of Understanding have been approved by the Law Department as to form and legal sufficiency.)

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$500,000.00</b>	9910-903252-9588	9910-907250-9588
1 <sup>st</sup> Comm. &	Demo Blighted	Urgent Demolition
Econ. Dev.	Structures FY 16	FY 16
Bonds		

This transfer will provide appropriation to the Citywide Emergency Demolition programs.

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

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Housing and - Amendatory Agreement No. 1 to the  
Community Development Consultant Agreement

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

The Board is requested to approve and authorize execution of the Amendatory Agreement No. 1 to the Consultant Agreement with the Center for Land Reform, Inc., d/b/a Center for Community Progress. The Amendatory Agreement No. 1 extends the period of the agreement through August 13, 2016.

#### **AMOUNT OF MONEY AND SOURCE:**

\$0.00

#### **BACKGROUND/EXPLANATION:**

The purpose of this Amendatory Agreement No. 1 is to implement a no-cost time extension to allow additional time to complete a study evaluating the Vacants to Value (V2V) program. The study has taken longer to complete due to: 1) low volume response rate from over 2,200 questionnaires mailed to households in V2V areas. Consequently, the survey methodology has been revised to accommodate a second round of surveying targeting homebuyers living in V2V areas. The design, review and implementation of this second survey requires additional time to complete; and 2) the stakeholder interview process took longer to complete than anticipated due to turnover and availability of community association members and low initial response rates from some City agencies.

#### **AUDITS NOTED THE TIME EXTENSION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Housing and - Grant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the State of Maryland, Division of Neighborhood Revitalization.

**AMOUNT OF MONEY AND SOURCE:**

\$296,840.00 - 5000-593615-5930-774600-603051

**BACKGROUND/EXPLANATION:**

The City applied for and has been granted by the State of Maryland a Rental Allowance Program (RAP) Grant, in the amount not to exceed \$296,840.00 for Fiscal Year 2016.

These funds will be received by the City from the State and passed on to the Housing Authority of Baltimore City (HABC) as outlined in the Memorandum of Understanding under separate approval by the Board of Estimates. The HABC will perform the services as provided within the grant, complying with all applicable requirements of the RAP Agreement, Grant Application and Regulation.

**APPROVED FOR FUNDS BY FINANCE**

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

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



**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Housing and - Memorandum of Understanding  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the Housing Authority of Baltimore City (HABC). The period of the MOU is October 1, 2015 through September 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$296,840.00 - 5000-593615-5930-774600-603051

**BACKGROUND/EXPLANATION:**

The City applied for and has been granted by the State of Maryland, a Rental Allowance Program (RAP) grant in the amount of \$296,840.00 for Fiscal Year 2016.

These funds will be received by the City from the State and passed on to the HABC. Services provided by this grant will be performed by the HABC and will consist of rental allowance payments to eligible recipients occupying eligible dwelling units, generally for a period of six months. The HABC will perform all service requirements of the RAP Agreement, Grant Application, and Regulations.

The MOU is late because of the amount of time it has taken to obtain approval of all terms from the HABC's Office of Legal Affairs, the Solicitor's Office and the State of Maryland.

## AGENDA

BOARD OF ESTIMATES

04/06/2016

### CITY COUNCIL BILL:

15-0596 - An Ordinance concerning Franchise - Mobilitie for the purpose of granting a franchise to Mobilitie, LLC a Nevada limited liability company with business headquarters in California, to construct, install, maintain, repair, operate, relocate, replace, and remove certain facilities relating to the provision of a Distributed Antenna Systems services in and across certain streets and public ways, subject to certain terms and conditions; and providing for a special effective date.

### Department of Law Comments

The Law Department notes that the bill as drafted provides a franchise to install a distributed antenna system. Mobilitie, however, plans to install "small cells" on City poles, rather than nodes in a distributed antennae system. Small cell facilities are low powered wireless base stations, which normally include only a single node, to provide telecommunication services for a single service provider and that serves a smaller geographical area than that provided by a single node in a distributed antennae system. To correct the error, the Law Department seeks to amend the bill.

Article VIII of the Baltimore City Charter requires that a bill granting a franchise be referred to the Board of Estimates after first reading (Art. VIII, §2). The Board of Estimates is empowered to change both the proposed compensation to be paid the City and the conditions under which the franchise is granted.

Furthermore, the Board of Estimates must approve by vote or resolution the compensation and terms of the franchise and these are to be attached to the bill before the bill can be enacted.

The amendments are as follow:

### Amendment No. 1

On page 1, in lines 5 and 6, strike "a Distributed Antenna Systems services" and substitute "telecommunication services through a network of Small Cells"; on page 1, in line 15, strike "Distributed Antenna Systems services" and substitute "telecommunication services through a network of Small Cells";

## AGENDA

BOARD OF ESTIMATES

04/06/2016

### CITY COUNCIL BILL No. 15-0596: - cont'd

and, on page 3, in lines 13 and 14, strike "Distributed Antenna Systems ("DAS") services" and substitute "telecommunication services through a network of Small Cells".

#### Amendment No. 2

On page 4, in line 40, strike, "collectively, each of the DAS or"; on page 5, in line 4, strike "is" and substitute "may be" and, on page 5, beginning in line 6, strike "A" down through and including the period in line 7.

#### Amendment No. 3

On page 5, beginning in line 24, strike "similar" down through and including "Node", in line 25, and substitute "that employs low powered wireless base stations, which normally includes only a single node, to provide telecommunication services for a single services provider and that typically serves a smaller geographical area than that provided by a single node in a distributed antennae system".

#### Amendment No. 4

On page 7, in line 23, strike "DAS" and substitute "Small Cell".

### Department of Transportation Comments

The Department of Transportation (DOT) supports this bill with amendments as proposed by the Law Department. The amendments clarify that this franchise agreement is for Small Cell nodes not Distributed Antenna System nodes.

**FRANCHISE FEE:** \$100.00 Annually

The City will receive monetary compensation and the public benefits of improved wireless cellular service in Baltimore by virtue of this franchise.

Although the franchise fee in this agreement is limited to \$100.00 annually, the franchise agreement also requires Mobilitie to execute a separate Attachment Agreement through the Board of Estimates for each streetlight pole installation.

**ALL OTHER REPORTS RECEIVED WERE FAVORABLE.**

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Mayor's Office of Human Services - Governmental/Charitable  
Solicitation Application

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

The Board is requested to endorse execution of a Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to allow the Mayor's Office of Human Services to solicit contributions to benefit The Journey Home's annual fundraising event. The period of the campaign is March 2016 through October 2016.

#### **AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

#### **BACKGROUND/EXPLANATION:**

The Journey Home is the City's joint public-private program to make homelessness rare and brief. Each year The Journey Home hosts a large scale event to raise funds to maintain operations for this joint venture.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity that has been pre-approved by the Ethics Board. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designees.

#### **MBE/WBE PARTICIPATION:**

N/A

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Finance - Administrative Manual Policy AM-228-2

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

The Board is requested to approve a new Administrative Manual Policy, AM-228-2, Managerial and Professional Society Pay-For-Performance. The policy is effective upon Board approval.

#### **AMOUNT OF MONEY AND SOURCE:**

There are no costs associated with this action.

#### **BACKGROUND/EXPLANATION:**

The City of Baltimore is committed to encouraging a high performance workforce culture by creating a productive and accountable workforce. In April 2015, the City's Performance Management Program, "Driving & Developing Human Capital Results," was implemented as a systematic process for improving organizational effectiveness through individual, division, and agency accountability. The Performance Management Program is outlined in AM-228-1 and provides that all MAPS covered employees will be evaluated on an annual basis at the end of the fiscal year and the results will be used to allocate performance based compensation. The first full performance cycle began on July 1, 2015, and will conclude on June 30, 2016.

The Department of Finance has allocated funding in Fiscal Year 2016 for the performance based compensation component of the Performance Management Program. The Department of Human Resources proposes AM-228-2 Managerial and Professional Society Pay-For-Performance as the policy to ensure consistency, transparency and fairness in the process of awarding MAPS covered employees' performance based compensation. If funds are allocated in the budget, this policy outlines the guidelines and procedures for implementing performance based compensation.

Department of Finance - cont'd

Under AM-228-2, Pay-For-Performance is awarded based on employee performance as demonstrated through achievement of individual goals, demonstration of required competencies, and budget allocation for salary increases. According to AM 228-2, employees who receive an overall rating of "Distinguished (5)," "Superior (4)," or "Meets Expectations (3)" in a current performance cycle are eligible to receive a Pay-For-Performance Adjustment. AM-228-2 offers a hybrid approach to Pay-For-Performance, by allowing Agency Heads to make an annual determination as to whether a Pay-For-Performance Increase or a Pay-For-Performance Bonus will be awarded. Additionally, Agency Heads are afforded the prerogative to utilize Special Recognition Awards to recognize deserving employees. Pay-For-Performance is subject to the availability of funding, must be managed within each Agency's appropriation, and is subject to the limitations listed in the chart below:

Awards Amounts

<b>Performance Rating</b>	<b>P-F-P Increase</b>	<b>P-F-P Bonus</b>
Distinguished (5)	Up to 5%	Up to \$2,500.00
Superior (4)	Up to 3%	Up to \$1,250.00
Meets Expectations (3)	Up to 1%	Up to \$620.00

**Special Recognition Award: Up to \$2,500.00**

AM-228-2 provides Agency Heads with flexibility to award performance based on compensation in the manner that recognizes each agency's uniqueness, while providing controls aimed to ensure consistency. The controls (requirement of an annual evaluation, award amount limitations, and uniformity of award amount based on performance rating) provided in AM-228-2 are designed to provide a level of standardization in employee evaluations which can reduce the likelihood for real and perceived inequities or irregularities. Having a fair and effective process is absolutely essential to preserving the integrity of the Pay-For-Performance Program.

The MAPS Pay-For-Performance Policy will allow for the consistent administration of performance based compensation. The new policy will further support the City's goals of attracting and retaining top talent and rewarding high performing employees for their achievements.

## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Recreation - On-Call Architectural Design Services  
and Parks

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

The Board is requested to approve and authorize execution of an On-Call Architectural Design Services Agreement with Murphy & Dittenhafer, Inc. under Project No. 1234. The period of the Agreement is effective upon Board approval for three years.

#### **AMOUNT OF MONEY AND SOURCE:**

\$4,500,000.00 - Upset Limit

#### **BACKGROUND/EXPLANATION:**

The Consultant will provide architectural design services for renovation and improvement of various Park and Recreation facilities.

#### **MBE/WBE PARTICIPATION:**

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

#### **MBE:**

ReStl Designers, Inc.	\$ 0-900,000.00	0-20%
Kim Engineering, Inc.	0-900,000.00	0-20%
Setty & Associates International, PLLC	0-900,000.00	0-20%
(In the aggregate)	<u>\$ 0-900,000.00</u>	<u>0-20%</u>

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

Department of Recreation and Parks - cont'd

**WBE:**

Carroll Engineering, Inc.	\$ 0-450,000.00	0-10%
Floura Teeter Landscape Architect,	0-450,000.00	0-10%
Inc. (In the aggregate)	<b>\$ 0-450,000.00</b>	<b>0-10%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

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



## AGENDA

### BOARD OF ESTIMATES

04/06/2016

Department of Public Works/Office - Agreement  
of Engineering and Construction

#### ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Prime AE Group, Inc. under Project 1210R Program Management Services for the City's MS4 Program. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

#### AMOUNT OF MONEY AND SOURCE:

\$ 650,000.00 - 2072-000000-5181-390700-603018  
350,000.00 - 9958-912403-9525-900020-703032  
\$1,000,000.00

#### BACKGROUND/EXPLANATION:

The Department requests an engineering firm to provide Program Management Services for the City's MS4 Permit Program. The City needs these program management services to provide a broader, more integrated approach to the City's Stormwater Infrastructure Management and to meet or exceed the City's annual goals for its MS4 Permit. The program will address various planning, design, construction, scheduling and the associated maintenance activities required to meet these goals and to improve surface water quality in the City. The Consultant was approved by the Office of Boards and Commission and Architectural and Engineering Design Award Commission.

#### MBE/WBE PARTICIAPTION:

<b>MBE:</b> NMP Engineer Consultants, Inc.	\$250,000.00	25.00%
Assedo Consulting, LLC	<u>20,000.00</u>	<u>2.00%</u>
	<b>\$270,000.00</b>	<b>27.00%</b>
 <b>WBE:</b> Straughan Environmental, Inc.	 \$100,000.00	 10.00%

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

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

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$450,000.00</b>	9958-911403-9526	9958-912403-9525-3
State Constr.	Constr. Reserve	Engineering
	Urgent Need Streambed	
	Repairs	

This transfer will cover the costs for Project 1210R,  
Program Management Services-Stormwater.

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

PERSONNEL MATTERS

\* \* \* \* \*

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

59 - 60

All of the Personnel matters have been approved  
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved by the  
Law Department as to form and legal sufficiency.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation &amp; Parks</u>		
1. <b>GEORGE GHEE</b>	\$10.00	<b>\$20,800.00</b>

Account: 1001-000000-4803-371400-601009

Mr. Ghee, retiree, will continue to work as a Motor Vehicle Driver. His duties will include, but will not be limited to driving City vehicles (cars and vans) to transport agency administrators and staff to and from scheduled meetings and events. Mr. Ghee will also transport agency participants to and from various events and activity centers/facilities and deliver vehicles to the repair shop for routine preventive and necessary maintenance. He will ensure that the vehicles are clean, fueled, and meet the City's standards for safe and efficient operation. The period of the agreement is effective upon Board approval for one year.

**THE DEPARTMENT OF RECREATION & PARKS IS REQUESTING A WAIVER OF ADMINISTRATIVE MANUAL 212-1, PART I ON THE TOTAL AMOUNT OF HOURS A RETIREE MAY WORK.**

Department of Audits

2. <b>CHRISTIAN C. YOTHER</b>	\$54.00	<b>\$97,200.00</b>
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Account: 1001-000000-1310-157800-601009

Mr. Yother will work as an Auditor Supervisor/Special Auditor. His duties will include, but will not be limited to assisting management with quality control, performing internal quality and work paper reviews, assisting on the City of Baltimore's Comprehensive Annual Financial Audit, the related enterprise audits, the Single Audit, and other audits of assignments. The period of the agreement is effective upon Board approval for one year.

**AGENDA****BOARD OF ESTIMATES****04/06/2016****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Audits</u>		
3. <b>JACK P. EVANS</b>	\$35.00	<b>\$42,000.00</b>

Account: 1001-000000-1310-157800-601009)

Mr. Evans, retiree, will work as an Auditor Supervisor/Special Auditor. His duties will include, but will not be limited to assisting management with quality control, performing internal quality and work paper reviews, assisting on the City of Baltimore's Comprehensive Annual Financial Audit, the related enterprise audits, the Single Audit, and other audits of assignments. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Human Services

4. <b>TONIQUE HARRIS</b>	\$16.65	<b>\$30,409.00</b>
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Account: 4000-407016-3571-754600-601001

Ms. Harris will work as an Office Support Specialist III/Finance Office Assistant. Her duties will include, but will not be limited to compiling monthly financial reports, updating related fiscal trackers, and other related finance support tasks. The hourly rate has been increased by 3% from the previous contract. The period of the agreement is effective March 28, 2016 for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			
1. Kagesta Cupid	Archibus Nexus 2016 Navigating the Future Users Conference San Diego, CA Apr. 30 - May 5, 2016 (Reg. Fee \$2,190.00)	General Funds	\$4,222.09

The subsistence rate for this location is \$217.00 per night. The cost of the hotel is \$239.00 per night, plus hotel taxes of \$30.43 per night, in addition to a California fee of \$0.55 per night.

The Department is requesting additional subsistence of \$22.00 per day for the hotel and \$40.00 per day for meals and incidentals.

Mayor's Office

2. Stephanie Rawlings-Blake Kaliope Parthemos Khalil Zaied Andrew Smullian	Invitation for US Conference of Mayors to Visit Qatar Doha, Qatar April 12 - 17, 2016	General Funds	\$ 0.00
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Ms. Rawlings-Blake and the United States Conference of Mayors (USCM) have been invited by the Ambassador of Qatar to the United States to the first ever mission to Qatar.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The Government of Qatar is covering the expenses of the trip for Ms. Rawlings-Blake and three members of her staff at no cost to the City.

**AGENDA****BOARD OF ESTIMATES****04/06/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office</u> - cont'd			
3. Stephanie Rawlings-Blake Andrew Smullian	Invitation for the US Conference of Mayors to Visit Cuba Havana, Cuba May 23 - 29, 2016	General Funds	\$ 0.00

Ms. Rawlings-Blake will attend the United States Conference of Mayors (USCM) in Havana, Cuba. As host of the trip, the USCM will be working directly with the Center for Democracy in the Americas and the Government of Cuba.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The USCM is fundraising for this trip and has invited Ms. Rawlings-Blake and two members of her staff at no cost to the City.

Circuit Court for Baltimore City Addiction Assessment Unit

4. Kevin G. Amado, Sr.	2016 National Conference on Addiction Disorders Denver, CO Aug. 17 - 21, 2016 (Reg. Fee \$450.00)	FY 2016 Alcohol & Drug Treatment Block Grant/ State Funds	\$2,039.68
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The registration fee in the amount of \$450.00 was prepaid by Expenditure Authorization #000182163. Therefore, the disbursement amount to Mr. Amado is \$1,589.68.

**AGENDA****BOARD OF ESTIMATES****04/06/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology</u>			
5. Gayle Guilford	2016 NA Security & Risk Management Summit National Harbor, MD June 12 - 16, 2016 (Reg. Fee \$0.00)	General Funds	\$1,462.72
<u>Department of Recreation and Parks</u>			
6. Thomas Jeannetta Corine Parks Sharon Buie	Maryland Recreation and Parks Assn. Ocean City, MD April 12 - 15, 2016 (Reg. Fee \$225.00 ea.)	Acces- sory Account	\$2,581.44

The subsistence rate for this location is \$153.00 per night. The hotel cost is \$87.00 per night plus hotel tax for each attendee. The hotel tax for Mr. Jeannetta is \$31.89. The hotel tax for Ms. Parks and Ms. Buie is \$27.42 each.

The registration fee for Mr. Jeannetta was paid by City Procurement card assigned to Mr. Jeannetta. The amount to be disbursed to Mr. Jeannetta is \$638.46.

The registration fee for Ms. Parks was paid by City Procurement card assigned to Mr. Robert Wall. The registration fee for Ms. Buie was paid by EA000184217. The amount to be disbursed to Ms. Parks and Ms. Buie is \$633.99 each.



**AGENDA****BOARD OF ESTIMATES****04/06/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
7. Cortney Weinstock Francesca Spero Rashaan Brave Tanira McClurkin	MD Recreation & Parks Assn. Ocean City, MD April 12-14, 2016 (Reg. Fee \$225.00 ea.)	Acces- sory Account	\$2,247.98

The subsistence rate for this location is \$153.00 per night plus hotel tax of \$18.28 per night. Ms. Weinstock and Ms. Spero will a share hotel room. The Department is requesting \$40.00 per day for food for Ms. Spero.

The registration fee for Ms. Weinstock and Ms. Spero were paid by City Procurement card assigned to Ms. Spero. The amount to be disbursed to Ms. Weinstock is \$471.85 and the amount to be disbursed Ms. Spero is \$227.57.

The registration fee for Mr. Brave and Ms. McClurkin were paid by City Procurement card assigned to Mr. Robert Wall. Mr. Brave and Ms. McClurkin mode of transportation is a City vehicle. The amount to be disbursed to Mr. Brave and Ms. McClurkin is \$324.28 each.

8. Tracey Estep	MRPA Annual Conference 2016 Ocean City, MD April 11 - 15, 2016 (Reg. Fee \$225.00)	Accessory Account	\$869.07
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Ms. Estep will travel on April 11, 2016 at her own expense. The registration cost of \$225.00 was prepaid using a City-issued credit card assigned to Devon Brown. Therefore, the disbursement to Ms. Estep is \$644.07.

**AGENDA****BOARD OF ESTIMATES****04/06/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			
9. Ronnie Daniels	MRPA Annual	Accessory	\$1,406.59
Robert Wall*	Conference 2016	Account	
	Ocean City, MD		
	April 11 - 15, 2016		
	April 12 - 14, 2016*		
	(Reg. Fee \$225.00)		

Mr. Daniels will travel on April 11, 2016 at his own expense. The registration cost of \$225.00 was prepaid using a City-issued credit card assigned to Ronnie Daniels. Therefore, the disbursement to Mr. Daniels is \$486.42.

Mr. Wall's registration cost of \$225.00 was prepaid using a City-issued credit card assigned to Robert Wall. Therefore, the disbursement to Mr. Wall is \$470.17.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

67 - 68

to the low bidder meeting specifications,  
or reject the bids on those as indicated  
for the reasons stated.

In connection with the Transfers of Funds,  
a report has been requested  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Office of Eng. & Constr.

1. S.C. 901R, Patapsco American Contracting \$2,928,000.00  
Residuals Transfer & Environmental  
Station at Patapsco Services, Inc.  
Wastewater Treat-  
ment Plant

<b>MBE:</b> Delta Electrical	\$102,000.00	3.48%
Contractors, Inc.		
Best Fence, LLC	85,000.00	2.90%
G.E. Frisco Co., Inc.	2,000.00	0.07%
Batta Environmental	145,000.00	4.95%
Assoc., Inc.		
Dough Boy Hauling	3,000.00	0.10%
Machado Construction	113,000.00	3.86%
Co., Inc.		
R.E.N. Reinforcing	17,000.00	0.56%
Steel Co.	<b>\$467,000.00</b>	<b>15.94%</b>
<b>WBE:</b> Guardrails Etc., Inc.	\$ 1,500.00	0.05%
Barbies Recycling &	16,000.00	0.55%
Hauling, Inc.		
Robnet, Inc.	10,000.00	0.34%
Bay Assoc. Environ-	33,500.00	1.14%
mental, Inc.	<b>\$ 61,000.00</b>	<b>2.08%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Bureau of Water and Wastewater

2. **TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$1,380,633.60	9956-905533-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	Annual Facilities	
2,933,846.40	" "	
Balto. County		
<b>\$4,314,480.00</b>		

AGENDA

BOARD OF ESTIMATES

04/06/2016

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water and Wastewater - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 292,800.00	-----	9956-904544-9551-2 Extra Work
450,000.00	-----	9956-904544-9551-3 Engineering
468,000.00	-----	9956-904544-9551-5 Inspection
2,928,000.00	-----	9956-904544-9551-6 Construction
175,680.00	-----	9956-904544-9551-9 Administration
<u>\$4,314,480.00</u>		

The funds are needed to cover the cost of S.C. 901R, Patapsco Residual Transfer Station at Patapsco Wastewater Treatment Plant.

**AGENDA**

**BOARD OF ESTIMATES**

**04/06/2016**

**PROPOSALS AND SPECIFICATIONS**

1. Department of General Services - GS 15829, 2201 Mosher Street  
Warehouse Demolition  
**BIDS TO BE RECV'D: 05/18/2016**  
**BIDS TO BE OPENED: 05/18/2016**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**